

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, July 27, 2021 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

**Call meeting to order
Pledge of Allegiance
Roll call of Board Members**

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

a. Minutes – July 13, 2021 (Recommend Approval)

b. Bills -

(i) General Fund \$40,998.00
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,
Oversight & Closeout \$3,851.25
Utility Receiving Fund 11,788.73
Total \$15,639.98
(Recommend Approval)

- c. MTT Update (Receive and file)
- 4. **Items removed from the Consent Calendar**
- 5. **Correspondence**
 - a. Grand Traverse Conservation District – June 2021 Report
- 6. **Reports**
 - a. Construction Report
 - b. GT Metro Fire Report
 - c. MMR Report
 - d. County Commissioner’s Report
 - e. Building Committee’s Report
 - f. Treasurer’s Report
 - g. Supervisor’s Report
- 7. **Unfinished Business**
 - a. PD 2021-100 – Marijuana Ordinance and Policy Considerations
- 8. **New Business**
 - a. Consideration of Adopting the Federal Procurement Conflict of Interest Policy
 - b. Consideration of accepting letter of resignation from Treasurer Jeane Blood Law effective August 19, 2021
 - c. Consideration of appointing Chloe Macomber to the vacant Treasurer position serving from August 20, 2021 until November 20, 2022
- 9. **Public Comment**
- 10. **Other Business**
- 11. **Adjournment**

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
July 13, 2021**

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on July 13, 2021 at 6:02p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Jeane Blood Law

Staff Present: Planning Director John Sych

1. Public Comment (6:03)

Brad Oleson from the Oleson Foundation commented on the lack of infrastructure in the area of US 31 South and asked for some relief.

2. Review and Approval of the Amended Agenda - Conflict of Interest (6:07)

Korn asked to add "Township Hall Parking Lot" to new Business item b, and Discussion of MMR under item #7 - Unfinished Business.

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

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

Nays: None

3. Consent Calendar (6:08)

a. Minutes

June 22, 2021 Regular Board Meeting
(Recommend Approval)

b. Bills

(i) General Fund \$27,443.29
(Recommend Approval)

c. Consideration of Close-Out and Turnover Documents for Traditions at Ashland Park Phase V (Recommend Approval)

Board members removed item 3b – Bills to item #4. .

Agostinelli moved and Duell seconded to approve the amended consent calendar.

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

4. Items Removed from the Consent Calendar

a. Bills

(i) General Fund \$27,443.29
(Recommend Approval)

Board members asked questions about a few bills.

Schmuckal moved and Agostinelli seconded to approve the bills as presented.

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

5. Correspondence (6:04)

a. Restorative Lake Sciences Update – July 2021

6. Reports

a. County Commissioner's Report (6:13)

County Commissioner Brad Jewett stated that commissioners approved a contract with the teamsters union last week. They received annual reports from the Health Department and the Drain Commissioner. The airport sent in their paperwork to become an authority.

b. Sheriff's Report (6:15)

Lt Oosse gave statistics for the month ending June 2021. He stated that the department had a seat belt enforcement grant for June and the sheriff body cams are now active.

c. Personnel Report

Consideration of hiring Abigail Simon for Appraiser position

Trustee Barsheff said three candidates were interviewed and the personnel committee recommends that Abigail Simon be hired for the vacancy in the assessing department.

Schmuckal moved and Agostinelli seconded to hire Abigail Simon for the vacancy in the Assessing Department.

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

- d. **Planning Department Monthly Report for July 2021- PD 2021-90 (6:19)**
Planner John Sych talked about the upcoming meeting items and that new revised Articles 2, 3 and 7 of the zoning ordinance would be coming up for approval soon. He added that the Planning Commission and staff are working on connectivity between the mall, Lowes and Chick-fil-A.
 - e. **Parks & Rec Report (6:24)**
Derek Morton mentioned the online survey for the parks and encouraged that it be filled out. He added that the Silver Lake irrigation heads have been repaired. Homeless camps continue to be monitored and board members discussed a third dog park.
 - f. **Clerk's Report (6:36)**
McManus submitted her report in writing and said that her office roof is leaking. Township Engineer Jennifer Hodges said that an architect will look at the roof this week and meet with the building committee after his review.
 - g. **Supervisor's Report (6:41)**
Korn stated that he attended a budget meeting for Metro Fire and it has been recommended that the millage be raised from 2.45 to 2.8. He attended an engineer's meeting for the sewer design at the end of LaFranier Road.
7. **Unfinished Business (6:48)**
- a. **PD 2021-96 Marijuana ordinance considerations to allow for a safety compliance facility in the Township**
Planner Sych briefed board members on what actions would need to be taken if they were to allow for these types of facilities in the township. There is both a zoning process as well as an ordinance amendment. Board members discussed the proposed ramifications.
 - b. **MMR Discussion (6:54)**
Trustee Duell shared some statistics he gathered on the MMR ambulance service. He shared his concerns with their times and their staffing rates. Board members discussed his findings and talked about the MMR ambulance service.
8. **New Business**
- a. **Consideration of approving Performance Resolution for Municipalities, Resolution 2021-20-T (7:21)**
Engineer Jennifer Hodges stated that this is a resolution that MDOT needs in order for the township to work within the right of way.

Schmuckal moved and Duell seconded to adopt the Performance Resolution for Municipalities and to allow Engineer Hodges to be a Township signatory.

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

b. Consideration of bids for resealing Silver Lake Recreation area parking lot and drive and the Township office parking lot (7:25)

Park Steward Derek Morton presented the bids and recommended that the bid be awarded to Black Magic for resurfacing of the Township Office and Silver Lake Recreation Area parking lots.

Agostinelli moved and Schmuckal moved to approve Black Magic for the previously mentioned resurfacing of the Township Office and Silver Lake Recreation Area parking lots.

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

c. PD-2021-95 – Boardman Lake Loop Trail Phase II NMC to Medalie Park Update (7:30)

Duell moved and Schmuckal seconded to approve release of the Township funds for the maintenance of the Boardman Lake Loop Trail.

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

d. Consideration of appointing Amy DeHaan to City of Traverse City and Garfield Township Joint Planning Commission for a 3-year term expiring on May 14, 2024 (7:32)

Schmuckal moved and Barsheff seconded to appoint Amy DeHaan to the City of Traverse City and Garfield Township Joint Planning Commission for a 3-year term expiring on May 14, 2024.

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

9. Public Comment: (7:33)

Julie Clark with Tart Trails invited board members to the ribbon cutting at NMC Boardman Lake Campus on July 22nd and thanked them for their support. Penny Hill representing the city of Traverse City thanked board members for their support of the Boardman Trail.

10. **Other Business (7:36)**

Schmuckal asked for a study session regarding relief act money and MMR discussion.

Board members discussed Korn's appointment to the Oak Leaf EDC.

11. **Adjournment**

Schmuckal seconded adjourn the meeting at 7:41pm.

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

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

**PERFORMANCE RESOLUTION FOR
MUNICIPALITIES**

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____ Charter Township of Garfield
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Supervisor, Clerk, Treasurer, Municipal Engineer

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Charter Township of Garfield Board of Trustees
(Name of Board, etc.)

of the Charter Township of Garfield of Grand Traverse County
(Name of MUNICIPALITY) (County)

at a regular meeting held on the 13th day

of July A.D. 2021.


 Signed

Clerk
 Title

Lanie McManus
 Print Signed Name

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/13/2021	GEN	39843	BAY AREA FIRE & SAFETY LLC	ANNUAL FIRE EXTINGUISHER INSPECTION	101-265-935.608	45.00
07/13/2021	GEN	39844	CITY OF TRAVERSE CITY	170975-94720	101-000-084.861	666.78
		39844		170975-118686	101-448-920.005	28.34
						<u>695.12</u>
07/13/2021	GEN	39845	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	556.89
07/13/2021	GEN	39846	GFL ENVIRONMENTAL	002114258	308-000-935.000	342.00
07/13/2021	GEN	39847	GFL ENVIRONMENTAL	002114259	101-265-935.604	88.10
07/13/2021	GEN	39848	INTEGRITY BUSINESS SOLUTIONS	LABELS / ENVELOPES	101-101-726.000	102.01
		39848		LABELS / ENVELOPES	101-215-726.000	148.06
						<u>250.07</u>
07/13/2021	GEN	39849	KAMA MASTROMONACO	ASSESSING CONTRACTED SVCS	101-171-805.000	280.00
07/13/2021	GEN	39850	LAND INFORMATION ACCESS ASSOC	WEBSITE HOSTING	101-258-935.015	436.00
07/13/2021	GEN	39851	SPECTRUM BUSINESS	INTERNET	101-258-935.016	89.99
07/13/2021	GEN	39852	UNITED WAY	UNITED WAY	101-000-238.000	90.00
07/13/2021	GEN	39853	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,890.00
07/20/2021	GEN	39854	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	21,081.33
07/20/2021	GEN	39855	CHILD & FAMILY SERVICES OF NW MICH	BVNP BOARDWALK	308-000-970.000	6,750.00
07/20/2021	GEN	39856	DENNIS, GARTLAND & NIERGARTH	FORM F-65 PREPARATION	101-101-802.000	675.00
07/20/2021	GEN	39857	GOURDIE-FRASER, INC.	RIVER EAST PARK IMPROVEMENTS PHASE 1	308-000-970.000	4,425.00
07/20/2021	GEN	39858	GRAND TRAVERSE COUNTY ROAD	ETA LANE / SOUTH BLUE STAR DR / MIZAR COURT	246-000-800.012	1,000.00
07/20/2021	GEN	39859	MAPLE RIVER DIRECT MAIL	TAX BILL MAILING	101-253-726.000	728.11
		39859		TAX BILL MAILING	101-253-726.001	29.08
		39859		TAX BILL MAILING	101-253-900.000	1,336.08
						<u>2,093.27</u>
07/20/2021	GEN	39860	O'HEARN PEST CONTROL LLC	RODENT STATION SERVICE	101-265-935.608	50.00
07/20/2021	GEN	39861	RELX INC. DBA LEXISNEXIS	LEXIS NEXIS	101-101-801.002	61.80
07/21/2021	GEN	39862	SUPERFLEET	GAS	101-806-862.000	98.43
				TOTAL - ALL FUNDS		<u>40,998.00</u>

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-000-227.000			DEFERRED COMP			1,890.00
101-000-237.000			HSA (FORMERLY FLEX)			556.89
101-000-238.000			UNITED WAY			90.00
101-101-726.000			SUPPLIES			102.01
101-101-801.002			LEGAL SERVICES - TOWNBOARD			61.80
101-101-802.000			AUDIT AND ACCOUNTING			675.00
101-171-805.000			CONTRACTED AND OTHER SERVICES			280.00
101-215-726.000			SUPPLIES			148.06
101-253-726.000			SUPPLIES			728.11
101-253-726.001			POSTAGE			29.08
101-253-900.000			PRINTING & PUBLISHING			1,336.08
101-258-935.015			COMPUTER SUPPORT SYSTEMS			436.00
101-258-935.016			COMPUTER NETWORK			89.99
101-265-935.604			RUBBISH REMOVAL			88.10
101-265-935.608			MAINTENANCE-OTHER			95.00
101-448-920.005			STREET LIGHTS TOWNSHIP			28.34
101-806-862.000			GAS & CAR WASHES			98.43
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			21,081.33
246-000-800.012			SUBDIVISION ROADS			1,000.00
308-000-935.000			MAINTENANCE - MISC, EQUIP			342.00
308-000-970.000			CAPITAL OUTLAY			11,175.00
			TOTAL			40,998.00



July 14, 2021

**SUMMARY OF BILLINGS FOR APPROVAL
FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

A. Storm Water Reviews

1. Engineering consulting services for storm water plan review.

Camping World

Project# 21143 Invoice No. 2114301 2,196.25

Total A 2,196.25

B. Utility Plan Review, Oversight & Closeout

1. Engineering services for plan review and construction services.

Traditions at Ashland Park

Project# 17088 Invoice No. 17088017 885.00

2. Engineering and survey services for design, topo survey, bidding, construction services, project turnover

Chick-Fil-A, Water Main Extension

Project# 21171 Invoice No. 2117102 770.00

Total B 1,655.00

Total Developer's Escrow Fund 3,851.25

II. Utility Receiving Fund

1. Engineering consulting services for design, bidding, construction services, project turnover and close out.

US-31 South, McCrea Hill PRV Relocation

Project# 19135 Invoice No. 1913505 988.73

2. Engineering consulting services for review of ability to extend water and sewer.

Hammond / Lafranier Road

Project# 21029C Invoice No. 21029306 2,825.00

3. Engineering and survey services for design, topo survey, bidding, construction services, project turnover

Stone Ridge PRV Replacement

Project# 21066 Invoice No. 2106603 7,975.00

Total Utility Receiving Fund 11,788.73

GRAND TOTAL \$15,639.98

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 14, 2021
Project No: 21143
Invoice No: 2114301

Re: Camping World, Storm Water Review
Parcel No.

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: Traverse City

Professional Services from March 24, 2021 to July 10, 2021

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	13.50	110.00	1,485.00	
Sr. Project Manager	1.00	135.00	135.00	
Design Engineer I	15.25	85.00	1,296.25	
Totals	29.75		2,916.25	
Total Labor				2,916.25
		Total this Invoice		\$2,916.25



Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

July 14, 2021
 Project No: 17088
 Invoice No: 1708817

Re: Traditions at Ashland Park (Escrow Account)

Services Performed: Engineering plan review, construction administration, full time on site inspections, and project turnover for the water main and sanitary sewer extension as detailed in escrow letter dated March 27, 2017, \$17,500.

*Additional Escrow Requests:

1. Additional sewer along Umber Drive per email dated 6/6/18. \$10,000.
2. Water main installation along Umber Drive as detailed in escrow letter dated 10/4/18 \$5,000.
3. Water main & sanitary sewer along Rusch & Garfield Roads as detailed in escrow letter dated 3/28/19 \$18,500.
4. Phase IV (final) for water main and sanitary sewer extension to service the remaining portions as detailed in escrow letter dated 05/08/20 \$19,500.
5. Additional escrow letter for construction observation and inspection services. 10/06/20 \$14,365.
6. Additional escrow letter for construction observation, inspection, testing and project close out services. 03/10/21 \$14,000.

Project Location: Rusch and Garfield Road intersection, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from June 12, 2021 to July 10, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Reivew/Permit Assistance	2,500.00	100.00	2,500.00	2,500.00	0.00
*4 Plan Review/Permit Assistance	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Observation/Inspection	14,000.00	100.00	14,000.00	14,000.00	0.00
*1 Observation/Inspection	9,500.00	100.00	9,500.00	9,500.00	0.00
*2 Observation/Inspection	4,500.00	100.00	4,500.00	4,500.00	0.00
*3 Observation/Inspection	15,500.00	100.00	15,500.00	15,500.00	0.00
*4 Observation/Inspection	17,500.00	100.00	17,500.00	17,500.00	0.00
*5 Observation/Inspection	14,365.00	100.00	14,365.00	14,365.00	0.00

Project	17088	GARFIELD/PLN REVIEW,CO ADM,CM/TRADITI/GT				Invoice	1708817
*6 Observation/Inspection		12,500.00	100.00	12,500.00	12,500.00	0.00	
Const. Admin/Project Turnover		1,000.00	100.00	1,000.00	1,000.00	0.00	
*3 Admin/Project Turnover		2,000.00	100.00	2,000.00	2,000.00	0.00	
*1 Record Drawings & Reports		500.00	100.00	500.00	500.00	0.00	
*2 Record Drawings & Reports		500.00	100.00	500.00	500.00	0.00	
*3 Record Drawings & Reports		1,000.00	100.00	1,000.00	1,000.00	0.00	
*4 Record Drawings & Reports		1,000.00	100.00	1,000.00	1,000.00	0.00	
*6 Project Turnover		1,500.00	100.00	1,500.00	615.00	885.00	
Total Fee		98,865.00		98,865.00	97,980.00	885.00	
				Total Fee			885.00
					Total this Invoice		\$885.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

July 14, 2021
 Project No: 21171
 Invoice No: 2117102

Re: Chick-Fil-A, Water Main Extension

Services Performed:

1. Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water system, sewer system and storm water system for the ability to service. Act 399 Permit assistance for water main extension and par 41 Permit assistance for sanitary sewer main.
2. Construction Observation - Full time for site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review..
3. Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.

Project Location: 2700 US-31, M-37 North of South Airport Road, Traverse City

Professional Services from June 12, 2021 to July 10, 2021
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	3,500.00	100.00	3,500.00	2,730.00	770.00
Construction Observation	7,500.00	0.00	0.00	0.00	0.00
Project Turnover, Close Out	500.00	0.00	0.00	0.00	0.00
Total Fee	11,500.00		3,500.00	2,730.00	770.00
Total Fee					770.00
Total this Invoice					\$770.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

July 14, 2021
 Project No: 19135
 Invoice No: 1913506

Re: US-31 South / McCrea Hill PRV Relocation

Services Performed: Professional engineering services for preliminary design, final design, bidding, construction administration, construction observation, project close out and turn over as detailed in Proposal No. 19-198 dated April 12, 2019.

Professional Services from March 29, 2021 to July 10, 2021
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	12,000.00	100.00	12,000.00	12,000.00	0.00
Final Design	10,350.00	100.00	10,350.00	10,350.00	0.00
Bidding Services	3,500.00	25.00	875.00	0.00	875.00
Construction Administration	9,000.00	0.00	0.00	0.00	0.00
Construction Observation	10,350.00	0.00	0.00	0.00	0.00
Project Closeout and Turnover	1,800.00	0.00	0.00	0.00	0.00
Total Fee	47,000.00		23,225.00	22,350.00	875.00
Total Fee					875.00

Reimbursable Expenses

MITA					
6/30/2021	MITA		ADVERTISEMENT FOR BIDS/PRVS CEDAR RUN RD, US31 & STONERIDGE		86.25
UNITED STATES POSTAL SERVICE					
6/28/2021	UNITED STATES POSTAL SERVICE		MDEGLE/JAMIE WADE PE/PERMIT, PLANS & SPECS		9.56
6/28/2021	UNITED STATES POSTAL SERVICE		GT CTY SOIL EROSION/PERMIT, PLANS & SPECS MAILING		8.96
6/28/2021	UNITED STATES POSTAL SERVICE		GT CTY ROAD COMMISSION/PERMIT, PLANS & SPECS MAILING		8.96
Total Reimbursables					113.73
Total this Invoice					\$988.73

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 14, 2021
Project No: 21029C
Invoice No: 21029306

Re: General Utilities, Hammond / Lafranier Road Infrastructure, Water / Sewer

Services Performed: Engineering services for review of proposed developments and ability to extend water and sewer infrastructure to service the area. Services include meeting with developers, review of options to provides service including memo of pros./ cons., renderings, cost estimates and zoom meeting to discuss memo with developers.

Professional Services from March 29, 2021 to July 10, 2021

Professional Personnel

	Hours	Rate	Amount	
Sr. Project Manager	16.00	135.00	2,160.00	
Design Engineer II	7.00	95.00	665.00	
Totals	23.00		2,825.00	
Total Labor				2,825.00
		Total this Invoice		\$2,825.00



Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

July 14, 2021
 Project No: 21066
 Invoice No: 2106603

Re: Stone Ridge PRV Replacement

Services Performed: Professional engineering services for a topographic survey, preliminary design, final design, bidding, construction administration, construction staking, construction observation, project close out and turn over as detailed in proposal letter dated March 3, 2021.

Professional Services from June 12, 2021 to July 10, 2021
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	5,250.00	100.00	5,250.00	5,250.00	0.00
Preliminary Design	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design	14,350.00	100.00	14,350.00	7,175.00	7,175.00
Bidding Services	4,000.00	20.00	800.00	0.00	800.00
Construction Administration	9,850.00	0.00	0.00	0.00	0.00
Construction Staking	3,500.00	0.00	0.00	0.00	0.00
Construction Observation	12,350.00	0.00	0.00	0.00	0.00
Project Closeout and Turnover	2,500.00	0.00	0.00	0.00	0.00
Total Fee	64,300.00		32,900.00	24,925.00	7,975.00
		Total Fee			7,975.00
				Total this Invoice	\$7,975.00



Grand Traverse Conservation District

June 2021 Report

NATIVE PLANT & SEEDLING SALE

- Responded to several calls including if we're planning to have a fall sale and plants survivability due to the prolonged drought.

CONSERVATION TEAM

OWNER/PARKLAND: City of Traverse City – Brown Bridge Quiet Area

Administration

- Started the Phase-II Large Wood Project. Met with Kanouse Outdoor Restoration and others, on-site, several times throughout the project. Construction activities are expected to last through the middle of July.
- Received District Board approval to work with the three contractors who submitted sealed bids for the ADA bench trail regarding a revised scope of work.
- Communicated with Brown Bridge Advisory Committee on scheduling regular meetings, providing staff updates, and tending to Action Items.
- Made updates to the Brown Bridge webpage on GTCD's website, and provided similar updates to City staff for updates to the City's Brown Bridge webpage.
- Met with CRA and NRCS staff to develop a Planting Plan for future bottomlands tree planting efforts.
- Submitted a grant application to the DTE/DNR Tree Planting Grant to fund additional tree and shrub planting in the bottomlands.
- Prepared a draft grant application to the USFS/GLRI Stormwater Reduction grant program to fund additional tree and shrub planting in the bottomlands.

Routine Monitoring and Maintenance

- Mowed and trimmed along trails and trailheads to ensure confident access to trail systems.
- Changed trailhead info station seasonal posters to 'summer' themes.
- Performed routine trailhead inspections to monitor use, pick up trash, restock outhouses, and tend to dog waste stations.
- Cleared away several fallen trees from trails.



- Downloaded trail counter data at each footbridge to ensure functionality and to gauge trail use information.
- Gravel-patched sections of access road for machinery access.
- Affixed stickers to trailhead boot brush stations for ISN surveying.
- Purchased lumber for and assembled new info station to be installed at lower canoe landing.
- Installed photo-collage posters in Buck's Landing outhouse.
- Powerwashed the interior of Buck's Landing outhouse.
- Fixed broken section of fencing at the ADA parking area.

Other

- Assisted with the delivery and pickup of canoes for City-led float through bottomlands & Phase-II work site.

OWNER/PARKLAND: Garfield Township - Various

Administration

- Continued communication with Garfield Township Park Steward, Derek Morton, in regards to project planning and park maintenance needs.
- Submitted DNR fish stocking permit for Oleson Pond at Kids Creek Park. Communicated with fish farms to confirm availability and ordering details.

Monitoring and Maintenance

- Downloaded and analyzed Buffalo Ridge trail counters on a monthly basis.
- Changed trailhead info station seasonal posters to 'summer' themes.
- Forwarded trail reports and concerns to Township staff as they were received.
- Followed up on trail user report of trees down at GT Commons - cleared away to ensure safety.
- Mowed, trimmed, and weed-whipped Garfield park trails and trailheads as needed. Provided heavy pruning at BVNP trails behind YMCA South.
- Assisted Township staff with the installation of several rules sign posts at River East, Verizon Parcel, and other Garfield parks.
- Replaced boot brush station info displays at GT Commons - Greenspire with a District-provided used display.
- Raked Oleson Pond using aquatic rakes in preparation for stocking of rainbow trout. Removed large amounts of chara, a prolific aquatic plant, to improve habitat for fish and facilitate fishing access.



- Inspected GT Commons for tree reports and removed fallen tree from trail near the cistern.

Grants

- Awarded \$950 by the Adams Chapter of Trout Unlimited to stock Oleson Pond at Kids Creek Park for family friendly fishing. Communicated with Cory Golden, President of the Adams Chapter - Trout Unlimited, on stocking details.

Other

- Coordinated weekly communication/designated days to work on Garfield Twp park projects with Derek M.

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve and Medalie Park

Administration

- Coordinated the construction of info stations on the NER, Medalie Park, and possibly the Civic Center. Provided design and construction details to an Eagle Scout who raised necessary funds for material to construct an info station at Beaver Pond Trailhead.
- Continued discussions on creating temporary updated trail map signage and drafted new maps using ArcGIS to be installed at trailheads and trail intersection posts.

Monitoring and Maintenance

- Performed routine weekly trailhead checks (including Medalie Park) and refilled dog waste bag dispensers.
- Changed trailhead info station seasonal posters to 'summer' themes.
- Removed fallen trees from trails as necessary.
- Mowed, trimmed, and pruned along trails and trailheads, including the BRT, in order to keep trails well defined and safe for users.
- Relocated one of the 2019 NMC-constructed benches down to Jack's Creek for EE programming and secured it to a tree using metal cable.
- Cut off and removed the top portion of the gate leading down to the former Sabin Dam powerhouse from BRNC parking area to ensure inviting access to trails.
- Watered large-stock trees within the Boardman Bottomlands during periods of no rain and hot, dry weather to ensure survival.
- Finished installation of rub rails on the newly-constructed Beaver Pond Loop boardwalk and constructed two step-down platforms leading off the boardwalk



Grand Traverse Conservation District

toward the river. Discussed plans to reorient steps leading to new footbridge over Robbin's Creek.

- Replaced missing spindles from bridge railings over Jack's Creek within the Fox Den Loop following EE trail report.
- Secured reported loose railing on Keystone Rapids overlook off the Boardman River.
- Repaired gazebo/lookout on west side of the Boardman River to ensure user safety.

Grants

- Pending: Joint application with CRA and the GTB (GLRI grant funds) to prepare planting plans for each of the bottomlands. The grant would fund the planting of 15,000 seedlings beginning in the Fall and spring 2022.
- Submitted proposal to ITC funding who own and maintain the NER utility corridors.

OWNER/PARKLAND: Recreational Authority - Hickory Meadows

Administration

- Attended the remote monthly Rec Authority Board meeting and provided updates.
- Coordinated a Hickory Meadows Advisory Committee (HMAC) meeting in June.
- Drafted an agenda and follow-up minutes for HMAC review.
- Flagged a proposed trail route that connects West Meadow to the northern trail leading towards the M-72 trailhead. GPS'ed accordingly and updated the conceptual map for further review.
- Hosted a site walk of the proposed trail with available HMAC members in late June. Sent along an invite for others to join in July.
- Coordinated volunteers for June 8 planting of milkweed plugs awarded through Monarch Watch.
- Sought, purchased, delivered and installed two well-constructed picnic tables for the Randolph and M-72 Trailheads.
- Sought bids and secured lumber materials to replace the aged existing footbridge crossing at the ephemeral creek.
- Designed and ordered "recycling only" and "no household trash" signs for Randolph trailhead trash tote surround; drafted and ordered "trail pledge" signs for all trailheads.
- Corresponded with Jon Brown from GT County Animal Control regarding unleashed dogs at the Meadows.



Grand Traverse Conservation District

- Contacted Wayne Street neighbor to cordially address no parking of vehicles in front of gated maintenance/emergency access.

Monitoring and Maintenance

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary, including at Historic Barns Park trailhead to GT Commons.
- Downloaded trail counter data on a monthly basis.
- Purchased and installed “no parking - do not block gate” signs for Wayne St. & Randolph St. maintenance/emergency access gates.
- Planted over 500 milkweed plugs at various locations through the Meadows with help from volunteers.
- Identified and marked locations of *Conopholis americana* (Aka... bear corn or squaw-root), a sensitive species with a high value of conservatism, to ensure the proposed trail does not infringe on established populations.
- Mowed, trimmed, and pruned along trails and trailheads on an as-needed basis to ensure safe usage and park appeal.
- Provided reconnaissance of trail opportunities/changes near M-72 trailhead and hidden meadow.
- Changed seasonal posters at trailhead information stations to reflect summer topics.

Grants

- Open - Traverse City Track Club funding of material for two boardwalk stream crossings over wetlands and headwaters of ‘Hickory Creek’ to further trail opportunities. Awarded full request of \$4,750.
- Held a volunteer workbee to plant 584 awarded milkweed plugs in various locations at the Meadows.

Other

- Provided cost/cubic foot estimates to woodchip trails.

OWNER/PARKLAND: Rotary Camps & Services – East Creek Reserve

Monitoring and Maintenance

- Performed routine drive-by and trailhead inspections to monitor use and pick up trash.



Grand Traverse Conservation District

- Removed large fallen trees obstructing the trail system as they were reported.
- Responded to Trail Steward Reports.
- Coordinated and planted 34 apple trees in the former oil well sites. Planted using District-provided compost and mulch. Repaired enclosures in oil well sites to ensure survival of trees and other plantings.
- Met with the Grand Traverse County Road Commission at the Mayfield Road - East Creek crossing where maintenance is needed. Stormwater from the east has filled in a basin, causing the water to follow the horse trail into East Creek.
- Contacted the Michigan Trail Riders Association and received a not to exceed \$500 commitment to fix-up the popular trail within the ECR.

BOARDMAN RIVER STEWARDSHIP

- Cleared downed large white pine near Fork's landing to ensure safe river access. Removed debris built-up on river bends downstream of white pine clearing.
- Met to move the Sabin footbridge from the design stage to reality through a planned publicity campaign and fundraising effort.
- Met with C. Armstrong at the Kingsley Veteran's Park along Kingsley Creek to talk about the health of the Creek and what can be done to improve and protect the Creek.
- Checked on the railroad crossing of Miller Creek and the Cass Road crossing of Miller Creek which are being replaced through the Cass Road Drain Project which is an effort through the County Drain Office to reduce flooding risk to Cass Road property owners south of S. Airport and to improve aquatic organism passage.
- Coordinated a native mussel survey for the North Branch sand trap abandonment and restoration project. No evidence of native mussels were found.
- Solicited and received sealed bids for the above project. MODALL LLC was the low bidder. This project is being done in partnership with the Adams Chapter of Trout Unlimited, US Fish & Wildlife Service; MDNR Fisheries Division; & MDNR Forest Management Division.
- Located and arranged for a source of "slash" from a nearby timber harvest on state land for the Phase-II Wood Project being implemented at the Brown Bridge Quiet Area. Slash are treetops 3" in diameter and smaller. Slash is critical to fill the void between the large logs and provides critical juvenile trout habitat. Younger age-class trout seek refuge from larger predator fish within the slash.
- Continued to participate in the Lower Boardman planning project.
- Met with Paradise Township officials on-site at Mayfield Pond Park to determine a suitable place for a rock that will have a plaque embedded honoring the world



renowned bamboo fly rod maker who has given extensively of his talent and time to help restore and protect northern Michigan rivers especially the Boardman.

- Prepared for and conducted a Protecting Our Lakes webinar that focused on Algae. The Boardman River Watershed contains over 25 natural lakes.

ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 358 Nature Center Visitation June 2020: 0

Program Participants this month: 322 Program Participants June 2020: 0

Drop ins this month: 36 Drop-in June 2020: 0

Nature Center Visitation this year: 970 Nature Center Visitation since 2008: 97,513

Program Participation & Program Planning:

- 533 youth participated in our 2020/2021 Winter/Spring programming
- 353 preschoolers participated in our expanded Knee-High Naturalist drop off program in the winter/spring program. This program is based entirely outside and runs in ALL weather
- 108 Homeschooler students attended our homeschool class on Friday afternoon. Students create their own learning community and lead the direction of the class each week.
- 72 preschoolers participated in our Peepers Spring programming accompanied by their guardian(s). The program returned after a call from the community.
- Nature Day Camp registration is completely full with a large waiting list for the summer. In June, we served 321 campers
- Submitted grants to local foundations to support the 100% outdoor environmental education programming
 - Awarded \$15,000.00 from the Oleson Foundation for Environmental Education Programs for Students

FORESTRY ASSISTANCE PROGRAM (FAP)

Trainings: MACD Summer Conference, Hardwoods Management Field Day in Fife Lake

On-Site Visits:

Leelanau County

1. Coe, Elmwood Twp., 20 acs.
2. Koskamp/Zerk, Solon Twp., 18 acs.
3. Ellsworth, Bingham Twp., 11 acs.
4. Denton, Cleveland Twp., 20 acs.
5. Ralston, Suttons Bay Twp., 5 acs.
6. Frederick, Cleveland Twp., 120 acs.
7. Dean, Elmwood Twp., 52 acs.
8. Lehrer, Peninsula Twp., 10 acs.
9. Campbell, Peninsula Twp., 5 acs.
10. Baldwin, East Bay Twp., 10 acs.
11. Cross, Leelanau Twp. N., 10 acs.
12. Shaver, Leelanau Twp. N., 16 acs.
13. Haserot Park, Village of Northport
14. Glosenger, Leland Twp., 31 acs.
15. Carr, Leelanau Twp. N., 20 acs.
16. Gong, Leelanau Twp. S., 5 acs.
17. Rockershousen, Centerville Twp., 80 acs.
18. Munson, Suttons Bay Twp., 20 acs.

Grand Traverse County

1. Rowe, Union Twp., 120 acs.
2. Zarafonitis, Long Lake Twp., 1 ac.
3. Eaker, Long Lake Twp., 2 acs.

Benzie County

1. Barnes, Almira Twp., 20 acs.
1. Merideth, Blaine Twp., 20 acs.



Grand Traverse Conservation District

2. Odom, Inland Twp., 10 acs.,
3. Boyne, Blaine Twp., 80 acs.
4. Kirsch, Crystal Lake Twp., 2 acs.
5. Haverly, Blaine Twp., 10 acs.
6. Pierce, Crystal Lake Twp., 2 acs.
7. Whaley, Inland Twp., 40 acs.
8. Melichar, Inland Twp., 10 acs.
9. Hill, Platte Twp., 27 acs.
10. Dort, Almira Twp., 40 acs.
11. Dow, Almira Twp., 273 acs.
12. Meyer, Crystal Lake Twp., 3 acs.
13. CSA, Crystal Lake Twp., 5 acs.

Written Forest Management Recommendations: 15 QFP Verifications: 1
MAEAP/FWH Verifications: 0

FAP Referrals to Private Sector: 12 FAP Referrals to Public Sector: 3

In-office Contacts: 59 landowners Follow-up Contacts: 54
landowners/qualified foresters

FAP Promotion/Program Development:

1. LCD Staff Zoom Meeting
2. Boat Washing at Lime Lake
3. Wild Roots wrap-up Zoom meeting
4. NCIAS NLP Climate Adaptation Manual Zoom meeting
5. Timber Meadow Estates Home Owners Association Tree Health Walk
About – 20 participants
6. Frankfort School Forest Planting Tube Workbee – 8 participants
7. MDARD-FAP Quarterly Review with Jim Pawlowicz
8. Planning for Kingsley Library ATREP programs, WOW Forest
Management Hike, American Hazelnut Workshop
9. MSUE iNaturalist Bioblitz at Veronica Valley Park – month of July
10. Mary Roth wrote article for Michigan Forest Association Summer
magazine
11. ATREP planning with Mary and Maddy – Data collection/website
updates/communications



Grand Traverse Conservation District

12. FAP GIS mapping online – Mary

13. Belanger Woods Homeowner Association timber harvest dispute

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 4 (Antrim/Grand Traverse), 1 (Benzie/Leelanau)

Risk Assessments Completed: 2 (Antrim/Grand Traverse), 0 (Benzie/Leelanau)

Farms Verified: 1

Updates:

- 6/7-6/8: Michigan Association of Conservation District Summer Convention
- 6/10: Grand Traverse County Verification
- 6/11: Freshwater Roundtable Meeting
- 6/11: Grand Traverse Fruit Growers Council Picnic (Summer Meeting)
- 6/15: Native Gardens Workbee
- 6/21: Agrichemical Container Recycling Collection
- 6/21: Food and Farming Network Interim Leadership Committee Meeting
- 6/25: Great Lakes Incubator Farm Advisory Council Meeting
- 6/28: Native Gardens Workbee

Current Projects:

- Working with:
 - 32 Farms in Grand Traverse
 - 13 Farms in Antrim
 - 20 Farms in Leelanau
 - 9 Farms in Benzie
- Assisting with utilizing MAEAP fund code for NRCS EQIP Applications
- Planning 2021 agrichemical container recycling program.
- Planning 2021 tractor tire/large equipment tire recycling event.
- Great Lakes Incubator Farm planning, funding acquisition, and development.
- Planning summer 2021 MAEAP Phase 1 events.
- Continuing development of Great Lakes Incubator Farm program and funding acquisition.

Upcoming Events:

- 7/9: Freshwater Roundtable Meeting
- 7/13: MAEAP Technical Advisory Committee Meeting
- 7/15: Great Lakes Incubator Farm Advisory Council Meeting
- 7/19: Food and Farming Network Leadership Committee Meeting
- 7/22: Native Gardens Workbee
- 7/26: Northwest Michigan County Farm Bureau Board Meeting
- 7/30: Native Gardens Workbee

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: 555	Acres Surveyed: 446
Active Efforts: 13	Sites Surveyed: 55
Active Impressions: 346	Sites Monitored: 64
Passive Efforts: 51	Acres Treated: 140.5
Passive Impressions: 36,280	Sites Treated: 100
GBB-specific active efforts: 9	Acres Restored: 0
GBB-specific active impressions: 166	Sites Restored: 0
GBB-specific passive efforts: 70	Volunteer Hours: 42
GBB-specific passive impressions: 45,399	Volunteers: 52

Meetings/Presentations/Trainings:

- 6/1 - Hosted Pesticide Applicator training; 13 attendees
- 6/3 - Participated in Land Acknowledgement brainstorming meeting
- 6/7 - Hosted ID training in GT County; 20 participants
- 6/8 - Hosted ID training in Manistee County; 10 participants
- 6/11 - Attended and held booth at MCD Native Plant Day (Black Cap Farm); 57 contacts
- 6/12 - Hosted IS hike at GTCD; 9 participants
- 6/14 - Attended NotMiSpp webinar brainstorming
- 6/17 - Advised at MIPN Board Meeting
- 6/20 - Hosted Elberta Beach Baby's Breath Workbee, 12 volunteers
- 6/21 - Presented at EIE Teacher Professional Development Day, 10 participants
- 6/30 - Hosted GL Wildlands Studies group at all day Dune Ecology field trip in Benzie County, 10 present

Treatments, Restoration, and Surveys:

- Site visits: 23.5 acres, 12 sites, 14 contacts
- Knotweed treatments: 28 acres, 36 sites
- Garlic mustard treatments: 68.5 acres, 6 sites
- Black swallow-wort treatments: 8.5 acres, 22 sites
- Surveys: 444 acres at 53 sites
- Garlic mustard dumpsters have concluded
 - 144 reported bags this year and almost 15 acres!

Other Accomplishments:

- 6/4 - Submitted IS19-7020 audit to DNR
- Japanese barberry trade-up week done!
 - [Japanese barberry trade-up and tick connection quoted in TC Ticker](#); 40,000 reach
 - 292 JB reported plants disposed of in total and 138 coupons distributed—that's \$690 to be reimbursed to GBB businesses!
- Manistee News Advocate [article on Baby's Breath workbees](#); 15,000 reach
- QR codes on boot brush stations are up and running!
- FB reach: 14769
- Website unique visitors: 5026
- Instagram reach: 4080
- GBB FB reach: 4801
- GBB Insta reach: 833

Upcoming Events:

- Baby's Breath workbees:
 - 7/8: Elberta Beach ([please register](#)) and more!
- Invasive knotweed workshops ([register here](#)):
 - 7/8: Grand Traverse
 - 7/15: Benzie -CANCELLED! (low registration)
- 7/10: Host Portage Lake boat wash
- 7/19: Host Lower Herring Lake boat wash station
- More events are on [ISN's website](#)

Acronyms and Abbreviations

AECOM	Boardman River Dams Project Engineers
BBAC	Brown Bridge Advisory Committee
BRNC	Boardman River Nature Center
CRA	Conservation Resource Alliance
DDA	Downtown Development Authority
DNR	Department of Natural Resources
ECR	East Creek Reserve
EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentive Program
GBB	Go Beyond Beauty
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
GM	Garlic mustard
GTCD	Grand Traverse Conservation District



Grand Traverse Conservation District

HMAC	Hickory Meadows Advisory Committee
ISN	Invasive Species Network
JB	Japanese barberry
MACD	Michigan Association of Conservation Districts
MAEAP	Michigan Agriculture Environmental Assurance Program
MDARD	Michigan Department of Agriculture & Rural Development
MISC	Michigan Invasive Species Coalition
MNLA	Michigan Nursery & Landscape Association
NER	Natural Education Reserve
NMC	Northwestern Michigan College
NRCS	Natural Resources Conservation Service
NWMFFN	Northwest Michigan Food and Farming Network
NWISN	Northwest Michigan Invasive Species Network
OB	Oriental Bittersweet
USFWS	United State Fish & Wildlife Service
SEEDS	501(c)3 nonprofit organization
SFP	Safe Food Program
Tx	Treatment

Charter Township of Garfield

Engineering Report / Construction Update

July 21, 2021

I. Water Projects**Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in March. Project is slated to be bid in June with a late summer construction. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

McCrae PRV: US31 / 37 Water Pressure Issues

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrae groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrae PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Recent interest in development in this vicinity have initiated reviews / consideration to complete this work item. Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Permits have been issued and project is out for bids with a bid opening occur at the Township on July 28th.

Stone Ridge PRV Replacement

The PRV located on Silverlake Road that services the Stoneridge Subdivision is one of the oldest and subject to frequent flooding / maintenance. The station is at it's life expectancy and in need of replacement as identified both by the DPW and Township Capitol Improvement Plans. It is our intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor. Permits have been issued and project is out for bids with a bid opening occur at the Township on July 28th.

Tank Inspection

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE. GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. This work is planned to occur this year fall when demand is less.

Sewer Projects

SAW Grant – US 31 Siphon Flow Monitoring

Township board approved recommendations in report at September 26th 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

General Utilities

Sewer / Water City Contracts

GFA continues to assist the Township on the proposed Lafranier Water Tank Rehabilitation Project that the City is conducting. Project has been reviewed and approved for storm water and utility compliance with Township Ordinances (subject to conditions). The evaluation of the new tank being a benefit to the existing Townships' infrastructure has been disputed by the Township and many discussions with the City, DEQ and Township have occurred over the past couple years. Restrictions exist for the area serviced by Garfield Booster Station #7 which currently is limited to provide supply to 150 benefits. Based upon past meeting with DEQ, there is a potential for the new tank the City is constructing to benefit the Township and ability to eliminate the need / requirement to install a tank on the southeast side of the Township for Traditions and allow for excess of 150 benefits. Township and GFA are coordinating with City on specifics of operations, ability to initiate and costs. The City has completed construction of the new tank and rehab of the old tank and both are currently in operation.

Water Reliability Study

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, DEQ has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. GFA is currently in process of preparing. A complete water study including hydraulic can be completed in future at a dated to be determined. Three (3) of the five (5) have already been completed and approved by DEQ

GIS Mapping

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1st step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

Drainage District Improvements / Cass Road 20" Watermain (exposed)

GFA continues to assist the Drain Commission and Township. An agreement was reached between the Drain Commission and Design consultant with respect to existing contracts, fees and will provide a transition of data to GFA as the design consultant. Based upon a recent meeting with the Township, Road Commission, County and Drain Commissioner, it was decided to proceed with Division 1 and 2 only this time (RR and Cass Road Crossing and overflow project). GFA will further evaluate the Cass Road Project upgrade to see if other options are viable that are less costly and that Division of the project will be placed on hold. The project is fully permitting and bids were received with the contract awarded to Elmers Crane and Dozer. Division 1 of the project has been completed (construction of the onsite berm behind the storage units on Cass). Division 2 and 3 have been completed with both culverts installed and the road was opened last week. Final restoration is ongoing and project is to be completed in August 2021.

Water Service Expansion

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37). No status update since November 2018. UPDATED: RECENTLY OLESONS ATTENDED A TOWNSHIP MEETING AND HAS REQUESTED THIS ISSUE BE REVEIWED AGAIN WITH OPTIONS OF WATER SERVCIE TO INCLUDE BLAIR TOWNSHIP. GFA IS CURRENTLY REVIEWING AND SHOULD HAVE AN UPDATE / MEMO FOR DISCUSSION NEXT WEEK.

West (Long Lake Township): Two (2) Developments off Gray Road have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service them GFA has prepared budgetary cost estimates to provide access to water. GFA with the DPW prepared a memo to discuss methods (bulk water versus franchise agreement) for Long Lake to consider. The State of Michigan recently has provided grant funds to cover expenses related to water treatment, consolidation of system and asset management. GFA applied for a grant for this project in January to cover expenses related to design and construction as it is considered a consolidation. We expect to hear regarding award very soon.

Township Roof

The Township board approved a proposal for GFA to assist with an evaluation and proposed solution to the ongoing roof problems at the Township Hall. GFA has sub consulted with EA (architect) to assist with the project and are currently preparing conceptual drawings and a site inspection is to occur soon in addition to meeting with Building Committee. Project has experienced some delays due to Architect schedule. Intentions to have project out for bids this fall.

II. Parks & Recreation

East River Park – Capitol Improvements

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2021 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved last month to proceed with the first phase of this project including parking lot improvements and a pavilion. A preconstruction meeting was held last week and ELMers intends on starting in August with a September completion.

Utility Plan Reviews

Windy Hills (60 Acre Herkner Parcel) – Phase II

GFA has completed preliminary review and awaiting final plan submission to establish escrow and complete full review. GFA to provide oversight with fulltime inspection to be provided by applicant.

Ashland Park - Phase 2 & 3

Plan review has been completed by GFA and in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

Fox Run

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and worked with developer / DPW to provide connection. Project is intended to start this year

Harris Hills

GFA has completed final plan review and submitted permits to DEQ which have been received. GFA to provide oversight with fulltime inspection to be provided by applicant.

Chelsea Park West – Phase II

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight.

Village at Lafranier Woods

All permits have been issued and construction has been postponed and slated to start spring (2021) GFA to provide fulltime construction oversight / inspection.

Northern Michigan Hospitality Management (Hotels on US-31 south)

Construction has started and majority of watermain has been installed. GFA is providing fulltime construction oversight / inspection.

The Oaks

GFA has completed final review of plan submission and awaiting receipt of permits to submit. GFA to provide oversight with fulltime inspection to be provided by applicant.

TCAPS Montessori

Sanitary sewer lines have been installed and inspected by GFA / approved by DPW. Currently working on closeout paperwork.

BATA Facility

GFA has completed a preliminary review and provided comments to Planning Department requesting additional information to be provided. A coordination meeting with the engineers of South 22, Prince of Peace Church and BATA was held to discuss utilities to service the entire corridor that best services the customers and meets the Township Specs and Master Plan. Follow-up information was provided and GFA reviewed and project letter on ability to expand utilities to service entire corridor.

Chick Fila

GFA has completed final review and submitted for EGLE Permit. Project is slated to start in August. GFA will be provided full time construction oversite for utilities.



2021 Storm Water & Private Road Plan Reviews

PROJECT NAME	STATUS
Lake Michigan Federal Credit Union	Approved (permit and maintenance plan to be submitted to Twp)
Mich St U Fed Credit Union/US 3	Approved (final plans with permit and maintenance plan to be submitted to Twp)
2487 Rice Street - Habitat for Humanity	Approved (final plans with permit and revisions to be submitted to Twp)
Safety Net - 1771 Park Dr.	Approved (final plans with permits, agreements, to be submitted to Twp)
Chick-Fil-A-3980 US-31	Application was withdrawn 7/3/20
Tru Hotel	Approved (final plans with permits, agreements, to be submitted to Twp)
Village at Lafranier Woods	Approved (final plans with permits to be submitted to Twp)
Building 57	Approved (drian commission, permit and maintenance plan to be submitted to Twp)
3044 Contractors D	Approved (final plans with permits to be submitted to Twp)
1800 S Garfield Rd - Wendy's	Approved (cond'nl support for d/s system, ermit and maintenance plan to be submitted to Twp)
5136 N Royal Dr. - Active Brace & Limb	Approved (final plans with agreements and permits to be submitted to Twp)
Harris Hills	In Review #1- GFA requested additional info 3-16: Waiting
2020 Road Reconstruction Project - Historic Barns	Follow up to 9/30 email sent 1/19
363 W. South Airport Rd- Global Asphalt	GFA received rev. plans with new re pond location out of ROW. Approved (pending maint)
1461 Industry Drive - Unit 37 HIC Site Plans	Approved: see email: (final plans with agreements and permits to be submitted to Twp)
2468 W South Airport Rd- McDonalds	Approved (final plans with agreements and permits to be submitted to Twp)
1449 Industry Drive - Unit 36 HIC Site Plans	Approved: see email 10/14: (final plans with agreements and permits to be submitted to Twp)
Willoughby Supply (3225 Astro Place)	Approved Per Email 11/25: (final plans with agreements and permits to be submitted to Twp)
2460 North Vision Storage	Initial review sent to Schiffer 11/20/20
Once Upon a Child	Approved (final plans with agreements and permits to be submitted to Twp)
BATA SW Review	Meeting comments to JAH/TWP on 1/11, Initial review sent 1/19/21
TCAPS Motntessori	Approved Per Email 2/25: (final plans with agreements and permits to be submitted to Twp)
Unit 33 HIC -Scott Jozwiak	Approved (final plans with agreements and permits to be submitted to Twp)
Burger King - Inovative Design	Approved (final plans with agreements and permits to be submitted to Twp)
Once Upon a Child - Rev 1	Letter sent 3/12 looks ok with minor comments for correction
Camping World	Intail review sent 5/17/21
Unit 34 HIC -Bill Crain	Reviewed revised plans 5/20 - Approved (final plans with agreements and permits to be submitted to Twp)
Chick-Fil-A-2700 US-31	Intail review sent 5/26/21

Garfield NFIRS Incidents - June 2021

Incident Type	Count
Medical assist, assist EMS crew	253
Dispatched and cancelled en route	23
Motor vehicle accident with injuries	9
Motor vehicle accident with no injuries.	6
Water Flow Alarm - unintentional	3
Alarm system activation, no fire - unintentional	2
Carbon monoxide incident	2
CO detector activation due to malfunction	2
False alarm or false call, other	2
No incident found on arrival at dispatch address	2
Smoke detector activation, no fire - unintentional	2
Alarm system sounded due to malfunction	1
Assist police or other governmental agency	1
Brush or brush-and-grass mixture fire	1
Local alarm system, malicious false alarm	1
Oil or other combustible liquid spill	1
Overheated motor / belt issue	1
Power line down	1
Rescue or EMS standby	1
Smoke detector activation due to malfunction	1
Smoke scare, odor of smoke	1
Water or steam leak	1
Grand Total	317

GTMESA - NFIRS Incidents June 2021

Incident Type	Count
Medical assist, assist EMS crew	338
Dispatched and cancelled en route	35
Motor vehicle accident with injuries	14
Motor vehicle accident with no injuries.	8
Smoke detector activation, no fire - unintentional	7
Alarm system activation, no fire - unintentional	6
False alarm or false call, other	5
Water Flow Alarm - unintentional	4
Assist police or other governmental agency	3
Carbon monoxide incident	3
Power line down	3
CO detector activation due to malfunction	2
Detector activation, no fire - unintentional	2
No incident found on arrival at dispatch address	2
Overheated motor / belt issue	2
Public service	2
Smoke detector activation due to malfunction	2
Alarm system sounded due to malfunction	1
Brush or brush-and-grass mixture fire	1
Building Fire - Int/Ext Finish - Non-Structural	1
Carbon monoxide detector activation, no CO	1
Gas leak (natural gas or LPG)	1
HazMat release investigation w/no HazMat	1
Incinerator overload or malfunction, fire confined	1
Local alarm system, malicious false alarm	1
Oil or other combustible liquid spill	1
Public service assistance, other	1
Rescue or EMS standby	1
Smoke scare, odor of smoke	1
Special outside fire, other	1
Swimming/recreational water areas rescue	1
Unauthorized burning	1
Water or steam leak	1
Water vehicle fire	1
Grand Total	455

Garfield EMS Incidents - June 2021

Complaint	Priority 1	Priority 2	Priority 3	Total	Percent
Fall	5	13	20	38	14.02%
Vehicle Accident	16		9	25	9.23%
General Weakness	5	1	15	21	7.75%
Abdominal Pain	11	3	6	20	7.38%
Difficulty Breathing / SOB	14	3	1	18	6.64%
Cardiac Issues (Chest Pain)	15	1	1	17	6.27%
Overdose - Unintentional	8	2	1	11	4.06%
Seizure	6	2	3	11	4.06%
Diabetic Emergency	5	2	3	10	3.69%
Invalid Assist/Lift Assist			10	10	3.69%
Alcohol intoxication	2	1	6	9	3.32%
Stroke/CVA	9			9	3.32%
Traumatic Injury	1	1	6	8	2.95%
Psychiatric Problem/Suicide Attempt	1	1	5	7	2.58%
Syncope/near-fainting	3	1	3	7	2.58%
Altered LOC	5	1		6	2.21%
Medical Alarm		3	3	6	2.21%
Unresponsive	4		2	6	2.21%
Allergic Reaction / Stings	3		1	4	1.48%
Back Pain (Non-Traumatic)			4	4	1.48%
Hemorrhage/Laceration	2	1	1	4	1.48%
CPR	3			3	1.11%
Assault			2	2	0.74%
Cardiac Issues - No Chest Pain	2			2	0.74%
Choking	2			2	0.74%
Headache		1	1	2	0.74%
No Other Appropriate Choice			2	2	0.74%
Death - Priority 5	1			1	0.37%
Fever	1			1	0.37%
Heat/Cold Exposure	1			1	0.37%
Lower Limb Swelling			1	1	0.37%
Nausea/Vomiting			1	1	0.37%
Patient Assist Only			1	1	0.37%
Pregnancy/Childbirth/Miscarriage	1			1	0.37%
Grand Total	126	37	108	271	

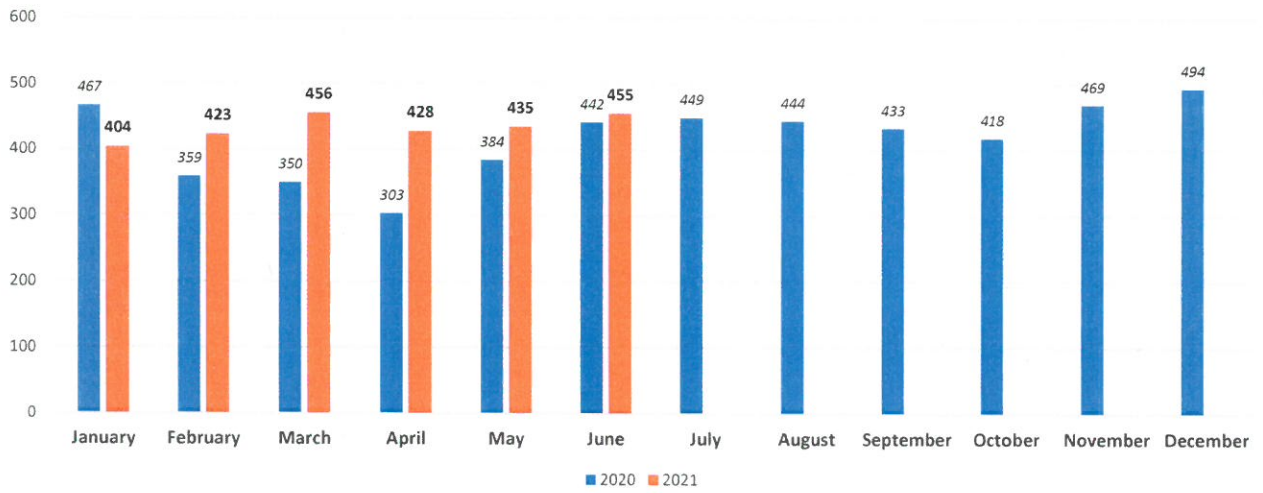
GTMESA - June 2021

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	5	13	40	58
Difficulty Breathing / SOB	24	5	3	32
General Weakness	6	1	25	32
Vehicle Accident	24	1	6	31
Invalid Assist/Lift Assist		1	19	20
Cardiac Issues (Chest Pain)	17	1		18
Seizure	11		7	18
Traumatic Injury	2	6	10	18
Altered LOC	14	1	2	17
Psychiatric Problem/Suicide Attempt	3	3	8	14
Syncope/near-fainting	8		5	13
Unresponsive	12		1	13
Abdominal Pain	4	1	7	12
No Other Appropriate Choice	3		9	12
Alcohol intoxication	2		8	10
Medical Alarm	1	5	4	10
Nausea/Vomiting	1		9	10
Diabetic Emergency	2	2	5	9
Hemorrhage/Laceration	4	2	1	7
Back Pain (Non-Traumatic)	2		4	6
Stroke/CVA	5			5
Allergic Reaction / Stings	3	1		4
CPR	4			4
Hypotension / hypertension	2		2	4
Lower Limb Swelling			4	4
Overdose - Unintentional	3		1	4
Welfare Check		1	3	4
Assault	1	1	1	3
Assist Other Agency		1	2	3
Urinary problem			3	3
Cardiac Issues - No Chest Pain	1		1	2
Fever			2	2
Burns/Explosion			1	1
Choking	1			1
Death - Priority 5	1			1
Epistaxis (Nosebleed)		1		1
Headache	1			1
Heat/Cold Exposure			1	1
Stab/Gunshot Wound/Penetrating Trauma	1			1
Grand Total	168	47	194	409

GTMESA - JUNE 2021 AID REPORT

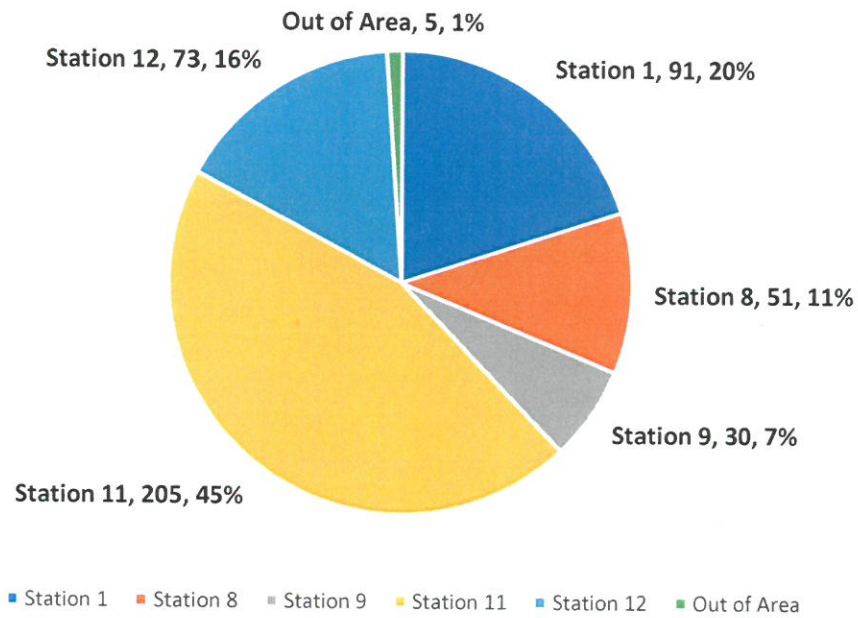
Date	Address	Incident Type	Aid	Department	Incident Time (minutes)
6/9/2021 19:04	5624 US 31 SOUTH	Motor Vehicle Accident	Aid given	Blair Fire/EMS	16.98
6/15/2021 19:18	2427 NIMROD	Building Fire - Int/Ext Finish - Non-Struct	Aid given	Blair Fire/EMS	36.43
6/16/2021 7:52	2878 NE AH TA WANTA	Dispatched and cancelled en route	Aid given	Peninsula Fire Dept.	6
6/14/2021 16:15	310 CASS	HazMat Investigation	Aid given	Traverse City Fire Dept	43.8
6/7/2021 21:09	628 SEVENTH	Dispatched and cancelled en route	Aid given	Traverse City Fire Dept	5
6/2/2021 9:41	495 West SOUTH AIRPORT	Smoke scare, odor of smoke	Aid received	Traverse City Fire Dept	2.98
6/7/2021 8:38	3620 NORTH COUNTRY	Overheated motor / belt issue	Aid received	Traverse City Fire Dept	45.78
6/22/2021 15:32	LAT: 44.8198; LON: -85.4750	Water vehicle fire	Aid received	Peninsula Fire Dept.	36.98
6/24/2021 7:25	4595 SPRINGBROOK	Overheated motor / belt issue	Aid received	Traverse City Fire Dept	19.7

GTMESSA - June 2021 Incidents by Month



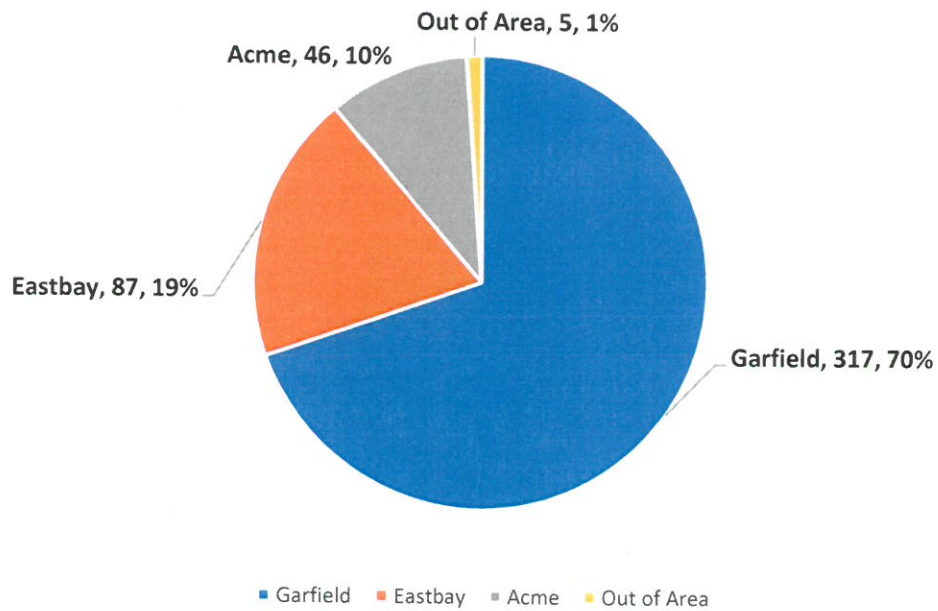
GTMESA - June 2021 Incidents by Station

455 Total



GTMESA - June 2021 Incidents

455 Total



Garfield Twp Nature of Call
June 2021
(All Responses)

	ALS	BLS	Total
Abdominal Pain/Problems	1	5	6
Allergies (Reactions)/Envenomations (Stings, Bites)	1	0	1
Animal Bites/Attacks	0	1	1
Assault/Sexual Assault	0	1	1
Back Pain (Non-traumatic or Non Recent Trauma)	1	0	1
Breathing Problems	18	0	18
Burns (Scalds) /Explosion	1	0	1
Cardiac or Respiratory Arrest/Death	1	0	1
Chest Pain (Non-Traumatic)	10	0	10
Choking	0	1	1
Convulsions/Seizures	15	0	15
Diabetic Problems	3	0	3
Falls	38	0	38
Headache	0	1	1
Heart Problems / A.I.C.D.	4	0	4
Hemorrhage/Lacerations	6	0	6
Overdose / Poisoning (Ingestion)	6	0	6
Psychiatric/ Abnormal Behavior/Suicide Attempt	0	3	3
Sick Person (Specific Diagnosis)	0	69	69
Stab/Gunshot/Penetrating Trauma	1	0	1
Stroke (CVA)	4	0	4
Traffic/Transportation/Accidents	15	0	15
Traumatic Injuries (Specific)	6	0	6
Unconscious/Fainting (Near)	22	0	22
Unknown Problem (Man Down)	7	0	7
Total	160	81	241

Average Response Time

GT-Garfield

Total Calls for P-1 Life Threatening Emergency: 65

Average Response Time: 00:07:08

Total Calls for P-2 Emergency No Lights: 175

Average Response Time: 00:07:44

Total Calls for P-3 Downgrade (No Lts/Sirens): 31

Average Response Time: 00:08:55

Grand Total Calls: 271

Total Average Response Time: 00:07:43

Fractile Response Time Report

GT-Garfield

	Call Count	Cumulative Call Count	Percent of Total Calls	Cumulative Percent of Total Calls
00:00 - 01:59	7	7	11%	11%
02:00 - 02:59	3	10	5%	15%
03:00 - 03:59	3	13	5%	20%
04:00 - 04:59	7	20	11%	31%
05:00 - 05:59	10	30	15%	46%
06:00 - 06:59	10	40	15%	62%
07:00 - 07:59	7	47	11%	72%
08:00 - 08:59	7	54	11%	83%
09:00 - 09:59	4	58	6%	89%
10:00 - 10:59	2	60	3%	92%
11:00 - 11:59	2	62	3%	95%
13:00 - 13:59	1	63	2%	97%
17:00 - 17:59	1	64	2%	98%
20:00 - 24:59	1	65	2%	100%

Total Calls: 65



**Charter Township Of Garfield
Treasurers Report
Ending June 30th, 2021**

Acct.	Unrestricted Funds	General Fund	03/31/21	06/30/21	Difference	Maturity Date	Rate
7118	General Fund	Checking	3,674,792	3,631,563	(43,229)	N/A	
4670	General Fund Managed	Invest	3,301,928	3,384,891	82,963	N/A	
25	Huntington - TCF Bank	CD	198,458	198,458	-	6/4/23	0.30%
5434	Huntington-First Merit - Citizens-Stabize	CD	83,558	83,558	-	10/29/21	0.10%
5740	Huntington - TCF-Chemical	CD	255,956	255,956	-	2/23/22	2.35%
604	Mbank CD -	CD	100,125	100,125	-	9/24/23	0.50%
605	Mbank CD -	CD	100,125	100,125	-	9/24/23	0.50%
606	Mbank CD -	CD	39,866	39,866	-	9/24/23	0.50%
2316	4-Front Credit Union	CD	216,935	217,482	547	7/8/23	1.00%
301	NW Consumers CU	CD	172,883	173,353	471	8/28/22	0.35%
302	NW Consumers CU	CD	63,083	63,384	301	9/28/21	1.95%
662	Independent	CD	280,314	280,561	247	3/12/24	0.35%
55	1st Community Bank	CD	223,352	223,352	0	8/20/21	2.00%
6015	First National Bank of America	CD	279,053	240,000	-39,053	7/14/24	0.80%
1002	Team 1 Credit Union	CD	263,635	264,095	460	3/2/24	0.70%
212	Credit Union One	CD	260,042	260,371	329	2/26/24	0.50%
206	Honor Bank	CD	254,193	254,193	0	12/2/22	1.70%
41	Lake Michigan Credit Union	CD	266,615	267,982	1,367	1/17/23	2.05%
115	State Savings Bank	CD	254,352	254,352	0	7/3/22	0.20%
147	MSU Credit Union	CD	241,062	241,692	630	10/29/25	1.05%
Total Unrestricted Funds - Available for Spending			10,530,327	10,535,361	5,033		

* Renewed and transfer 339k + int to general to keep CD under 250K


	Restricted Funds		03/31/21	03/31/21	Difference	
7118	Park Fund	Checking	328,971	299,989	(28,983)	
7118	Roads	Checking	286,497	314,631	28,134	
8728	Fire Fund	Checking	227,905	246,122	18,217	
4654	Fire Fund <u>Managed</u>	Invest	812,568	829,042	16,474	
7134	Receiving Fund - Sewer	Checking		3,441,183		* Separated Water and Sewer in Receiving fund.
7134	Receiving Fund - Water	Checking		45,732		
4662	Receiving Fund <u>Managed</u>	Invest	14,079,658	16,484,245	2,404,587	* Bond Market Fluctuation
7940	DPW Fund <u>Managed</u>	Invest	115,619	115,627	8	
7126	Tax Fund	Checking	27,391	20,450	(6,941)	
4750	General Employee Flex	Checking	4,643	4,562	(81)	
3734	Retirement Rec Fund	Checking	65,343	59,031	(6,312)	
2343	Insurance Funding	Checking	355,004	355,012	8	
8681	Trust & Agency	Checking	337,123	340,546	3,423	
2567	Special Lights	Checking	57,273	6,280	(50,994)	* Cleared out year end totals
3279	Special Milfoil/Water/Sewer/Roads	Checking	55,823	26,284	(29,539)	* Cleared out year end totals
Total Restricted Funds - Restricted Use			16,753,818	22,588,735	2,348,002	<i>Increase/Decrease</i>

TOTAL		\$	27,284,146	\$	33,124,096	\$	2,353,035	*
* SEE ABOVE NOTES:								

Respectfully Submitted:

Jean Blood Law

Jean Blood Law, Treasurer

 Charter Township of Garfield Planning Department Report No. 2021-100			
Prepared:	July 21, 2021	Pages:	1
Meeting:	July 27, 2021 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Marijuana Ordinance and Policy Considerations		

BACKGROUND:

At the June 22, 2021 Township Board meeting, the Board heard a request from SOS Analytical asking the Township to adopt an ordinance under the Medical Marijuana Facilities Licensing Act (MMFLA) to allow for a “safety compliance facility” in the Township. Based on feedback from the Board, staff has started development of the appropriate ordinance language and policies to accommodate marijuana safety compliance facilities in the Township.

STAFF COMMENTS:

A police power ordinance adopted by the Township Board will allow the licensing of safety compliance facilities while an amendment to the zoning ordinance will permit the location of such facilities in the appropriate zoning districts. In developing the ordinance language and policies, Staff will be addressing the following issues:

- Draft ordinance language and policies will only permit marijuana safety compliance facilities while all other marijuana business will remain prohibited.
- The number of facilities will need to be determined or the Township could allow for an unlimited number of facilities.
- License application form and process for reviewing the applications will be drafted.
- Fees will have to be determined as each license may be charged up to \$5,000 pursuant to state law.
- The Township will need to determine if liability insurance should be required as part of a license application.
- The timing of adopting the police power ordinance and the zoning ordinance amendment will have to be coordinated with state review and approvals for effective dates of successful facility license applications.
- Staff will be working to ensure all draft ordinances and policies are congruent to the Michigan Medical Marijuana Act (MMA) – Initiated Law 1 of 2008, Medical Marijuana Facilities Licensing Act (MMFLA) – Act 281 of 2016, and the Michigan Regulation and Taxation of Marijuana Act (MRTMA) – Initiated Law 1 of 2018.
- Legal counsel will need to review the draft ordinances and policies.

NEXT STEPS:

At this time, the following next steps are being acted upon:

- Introduction to the Planning Commission at its July 28th study session for a discussion on the appropriate zoning requirements to accommodate safety compliance facilities. This will be the start of the amendment process to the Zoning Ordinance.
- A package of the following items will be presented to the Board for its consideration at an upcoming meeting:
 - Draft police power ordinance to authorize safety compliance facilities.
 - Draft amendment to the fee schedule for a marijuana safety compliance facility license.
 - Draft application forms and review policy.
 - Draft timeline of police power ordinance and zoning ordinance amendment adoption.

**Charter Township of Garfield
Federal Procurement
Conflict of Interest Policy**

I. Purpose

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under 2 C.F.R. § 200.318(c)(1).

II. Policy

This policy applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds.

The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

A. Conflicts of Interest. In addition to the prohibition against self-benefiting from a public contract under Public Act 317 of 1968 and other applicable state law, no officer, employee, or agent of Charter Township of Garfield may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;
2. any member of his or her immediate family;
3. his or her partner; or
4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

B. Gifts. In addition to the prohibition against accepting gifts and favors from vendors and contractors under state law, officers, employees, and agents of Charter Township of Garfield are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than \$100.00, which fall into one of the following categories may be accepted:

1. promotional items;
2. honorariums for participation in meetings; or
3. meals furnished at banquets

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

III. Violation

Employees violating this policy will be subject to discipline up to and including termination. Contractors violating this policy will result in termination of the contract and may not be eligible for future contract awards.

July 19th, 2021

Jeane Blood Law

Garfield Township Treasurer

Dear Board,

Today I want to notify you that I will be resigning my position of Garfield Township Treasurer effective August 19, 2021.

I want to thank our residents in supporting me since 2008. I feel honored to work with a great staff and board. Being part of a team of people representing our township has been very rewarding.

I especially want to thank my deputy Chloe Macomber who has taken on a leadership role in many facets of the Treasurers department but also other areas within the township. I feel that I have left the township with a well-trained individual willing to take on new responsibilities. Therefore, it is time for me to enjoy and challenge myself with other things in life.

My departure date from the township should give you ample time to appoint and make sure you are properly staffed. I want to offer to aid with the transition period anyway I can.

Sincerely,



Jeane Blood Law