

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD STUDY SESSION
October 27, 2020 at 4:00 p.m.**

AGENDA

ORDER OF BUSINESS

Call meeting to order

Roll call of Board Members

- 1. Business to come before the Board**
 - a. Discussion regarding the 2021 Township Budget**
- 2. Public Comment**
- 3. Adjournment**

Lanie McManus, Township Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

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 TOWNSHIP BOARD MEETING

Tuesday, October 27, 2020 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 – October 13, 2020 (Recommend Approval)

b. Bills -

General Fund

(Recommend Approval)

\$293,037.65

4. Items removed from the Consent Calendar

5. Correspondence

6. Reports

- a. Construction Report – Cass Road Drain Project
- b. GT Metro Fire Report
- c. North Flight Report
- d. County Commissioner's Report
- e. Planning Dept. Monthly Report for October – PD 2020-145
- f. Treasurer's Report
- g. Supervisor's Report

7. Unfinished Business

8. New Business

- a. Consideration of Amendment to Municipal Ordinance No. 37 - Violations Bureau – Introduction and Schedule for Public Hearing.
- b. Consideration of Proposed Ordinance No. 75 – DAS/Small Cell Wireless Facilities – Introduction and Schedule for Public Hearing.
- c. Consideration of bids for snow removal services for two winter seasons 2020-2022.
- d. Consideration of renewing medical and vision employee benefits.

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
October 13, 2020

Supervisor Chuck Korn called the Township Board Meeting to order on October 13, 2020 at 6:00 p.m.

Pledge of Allegiance

Roll call of Board Members

Present: Jeane Blood Law, Steve Duell, Dan Walters, Lanie McManus, Denise Schmuckal, Molly Agostinelli, and Chuck Korn

Staff Present: Planning Director, John Sych

1. Public Comment (6:00)

None

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

Schmuckal moved and Duell seconded to approve the agenda as presented.

Yeas: Schmuckal, Duell, Agostinelli, Walters, Blood Law, McManus, Korn

Nays: None

3. Consent Calendar (6:01)

a. Minutes

September 22, 2020 Regular Meeting
 (Recommend Approval)

b. Bills

General Fund \$71,185.40
 (Recommend Approval)

Gourdie-Fraser

Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,
 Oversight and Closeout

\$28,980.92

Utility Receiving Fund \$ 3,500.00

Total \$32,480.92

(Recommend Approval)

c. Resolution 2020-20- T, a resolution approving the Interlocal Agreement for Grand Traverse County Designated Assessor (Recommend Approval)

- d. **MTT Update (Receive and File)**
- e. **Contractor's Application for Final Payment and Change Order #3 to North Country Contracting LLC for Silver Lake Park Recreation Improvements (Recommend Approval)**

Agostinelli moved and Schmuckal seconded to approve the consent calendar as presented.

*Yeas: Agostinelli, Schmuckal, Duell, Blood Law, McManus, Walters, Korn
Nays: None*

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

None

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

- a. **Grand Traverse Conservation District – September 2020 Report**

6. **Reports**

- a. **County Commissioner's Report (6:04)**

County Commissioner Brad Jewett reported that the Board recently approved a \$14,146 credit for each township CPO program. A new ad-hoc committee was formed to look into a new senior center. He attended a joint meeting in regards to a proposed airport authority and all are in favor of moving to an authority. County is open through appointment only. Board members shared concerns with county buildings being open.

- b. **Construction Report (6:09)**

Engineer Jennifer Hodges said trees were planted at Silver Lake this morning as part of a DTE grant. The US 31 and US 37 water pressure issues are on hold for now and the US 31 siphon near Meijer is being monitored. She stated that utility plan reviews were plentiful at this time.

- c. **Sheriff's Report (6:15)**

Lt. Chris Oosse reported that Garfield Township had 59 citations for the month of September which accounted for approximately 40% of all calls in the county.

- d. **Parks and Rec Report (6:16)**

Parks Steward Derek Morton reported that the Silver Lake tree planting went very well and over thirty trees were planted.

e. **Clerk's Report (6:19)**

Clerk Lanie McManus said that she will bring some budget amendments to the Board shortly. She stated that 6,684 absentee ballots were issued and many come in each day.

f. **Supervisor's Report (6:21)**

Korn said he attended a meeting pertaining to the West Boardman Lake Loop and discussed the proposed BATA project with BATA representatives and the Planning Department. A merger between North Flight and MMR occurred and he attended a ribbon cutting for Market Hub. Board members discussed a few items and asked questions.

7. **Unfinished Business**

a. **PD 2020-137 – Redevelopment Ready Communities (RRC) Report and Consideration of Resolution 2020-23-T, a resolution to proceed in the RRC Program (6:28)**

Township Planner John Sych said that Pablo Majano from the Michigan Economic Development Corporation is present via a zoom link to review the Redevelopment Ready Communities Baseline Report. Majano reviewed what the MEDC did and how the RRC program worked. He explained the guiding principles, and explained how the township scored in the evaluation and recommended actions to achieve certification.

Duell moved and Schmuckal seconded to adopt Resolution 2020-23-T, indicating the Township's intent to proceed in the Redevelopment Ready Communities program of the Michigan Economic Development Corporation.

*Yeas: Duell, Schmuckal, Blood Law, Walters, McManus, Agostinelli, Korn
Nays: None*

8. **New Business**

a. **PD 2020-141 – Consideration of Bids for BVNP Tennis Court Transformation 2020 Project (6:49)**

Derek Morton explained the condition of the Boardman Valley Nature Preserve tennis courts and the possible transformation to make the courts into more parking providing 30 much needed spaces. He added that the Parks and Recreation Commission has recommended that the project move forward.

Duell moved and Walters seconded to accept the bid from Molon Excavating in the amount of \$15,125 to replace the existing old tennis courts with an additional parking lot area and to obtain a bid on the additional area to be paved which will be approved by the Building Committee.

*Yeas: Duell, Walters, Agostinelli, Schmuckal, Blood Law, McManus, Korn
Nays: None*

b. Consideration of Letter of Recommendation for Randolph Street Sewer Extension (6:58)

Engineer Jennifer Hodges reported that Mr. Keith Morgan, a developer, wanted to connect to the sewer system on Randolph Street and would fund the project. One bid was received from Elmer's in the amount of \$146,220. The developer would like to move forward with the project at this time.

Walters moved and Schmuckal seconded to accept a bid from Elmer's in the amount of \$146,220 to install the Randolph Street Sewer Extension.

*Yeas: Walters, Schmuckal, Duell, McManus, Agostinelli, Blood Law, Korn
Nays: None*

c. 2020 Appointments – Highlighted List of appointments expiring 12/31/20 (7:04)

Board members have a list of expiring appointments. It was suggested to wait until after the election to apply for the positions. Korn will mail a copy of all appointments along with applications to affected persons.

9. Public Comment: (7:06)
None

10. Other Business (7:06)
A budget meeting was scheduled for October 27th at 4:00pm.

11. Adjournment
Schmuckal moved to adjourn the meeting at 7:11pm.

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

RESOLUTION 2020-20-T

INTERLOCAL AGREEMENT FOR GRAND TRAVERSE COUNTY DESIGNATED ASSESSOR

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on September 16, 2020, and reviewed the request to initiate an Interlocal Agreement naming the Grand Traverse County Equalization Director, James D. Baker, who is an individual qualified and certified by the State Tax Commission as a Master Assessing Officer, to be the County Designated Assessor for Grand Traverse County.

WHEREAS, This Interlocal Agreement, by and between the County of Grand Traverse, a political subdivision of the State of Michigan (hereinafter referred to as the "County"), and Acme Township, Blair Township, East Bay Township, Fife Lake Township, Garfield Township, Grant Township, Green Lake Township, Long Lake Township, Mayfield Township, Paradise Township, Peninsula Township, Union Township, Whitewater Township, and the City of Traverse City, each a political subdivision of the State of Michigan (each hereinafter referred to as an "Assessing District", and collectively referred to as the "Assessing Districts"), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County's Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, The County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County; and

WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF TRUSTEES, THAT Garfield Township approves the Interlocal Agreement naming the Grand Traverse County Equalization Director, James D. Baker, who is an individual qualified and certified by the State Tax Commission as a Master Assessing Officer, to be the County Designated Assessor for Grand Traverse County.

BE IT FURTHER RESOLVED THAT, the Board of Trustees authorizes the Township Supervisor to effectuate the necessary documents to implement the Township Board authorized action.

Moved: Molly Agostinelli

Supported: Denise Schmuckal

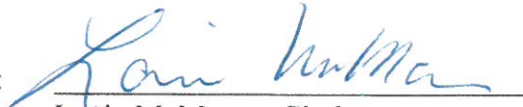
Ayes: Agostinelli, Schmuckal, Duell, Walters, Blood Law, McManus, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2020-20-T DECLARED ADOPTED.

By:



Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2020-20-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of October, 2020.

Dated:

10-18-2020



Lanie McManus, Clerk
Charter Township of Garfield

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

RESOLUTION # 2020-23-T

**RESOLUTION TO PROCEED IN THE
REDEVELOPMENT READY COMMUNITIES PROGRAM**

WHEREAS, the Charter Township of Garfield recognizes the value of engaging in the Redevelopment Ready Communities (RRC) program from the Michigan Economic Development Corporation (MEDC) and seeks to improve its redevelopment readiness via participation in the program; and

WHEREAS, the Township Board adopted a Resolution of Intent to Participate in the RRC Program (#2020-14-T) at their July 14, 2020 meeting, and the Township has also entered into a Memorandum of Understanding (MOU) with the MEDC on July 30, 2020; and

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities and the Charter Township of Garfield desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the Charter Township of Garfield recently adopted the Barlow Garfield Neighborhood Plan to provide a vision and guide for redevelopment in an area of the northeast corner of the Township, and the Township recognizes the potential of RRC to help implement this Plan; and

WHEREAS, the Charter Township of Garfield includes within its boundaries properties that present opportunities for redevelopment, especially within the study area of the Barlow Garfield Neighborhood Plan; and

WHEREAS, the RRC program includes evaluating strong partnerships between Township boards and commissions related to development including the Township Board, Planning Commission, and the Zoning Board of Appeals; and

WHEREAS, after review of the RRC baseline report, the Charter Township of Garfield is willing to complete the tasks as outlined, which will involve interaction with the Township boards and commissions described above.

NOW, THEREFORE, BE IT RESOLVED:

1. **THAT** the Charter Township of Garfield will proceed under the RRC program; and
2. **THAT** the Township Board authorizes the implementation of recommendations made by MEDC as needed to achieve RRC certification from the MEDC.

Moved: Steve Duell

Supported: Denise Schmuckal

Ayes: Duell, Schmuckal, Blood Law, Agostinelli, Walters, McManus, Korn

Nays: None

Absent and Excused: None

RESOLUTION DECLARED ADOPTED.

By:



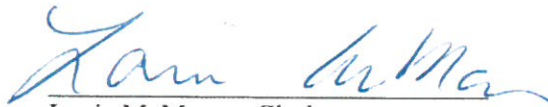
Lanie McManus, Clerk

Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2020-23-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of October, 2020.

Dated: 10-14-2020



Lanie McManus, Clerk

Charter Township of Garfield

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/15/2020	GEN	39114	AFLAC	AFLAC	101-000-227.001	430.04
10/15/2020	GEN	39115	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	21,698.48
10/15/2020	GEN	39116	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
10/15/2020	GEN	39117	FISH	WINDOWS	101-265-935.603	647.00
10/15/2020	GEN	39118	GRAND TRAVERSE COUNTY	SHERIFF - COUNTY PATROL 7-9.2020	101-301-830.000	240,484.38
10/15/2020	GEN	39119	GRAND TRAVERSE COUNTY TREAS	MAPS	101-101-900.000	493.05
10/15/2020	GEN	39120	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,072.32
10/15/2020	GEN	39121	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT	101-101-960.000	464.50
10/15/2020	GEN	39122	SPECTRUM BUSINESS	INTERNET	101-258-935.016	84.99
10/15/2020	GEN	39123	U.S.POSTAL SERVICE	POSTAGE 36771079	101-101-726.001	2,000.00
10/22/2020	GEN	39124	86TH DISTRICT COURT	K&M TIRE	101-253-801.000	15.00
10/22/2020	GEN	39125	FIFTH THIRD BANK	5261MC FLAGS, ENVELOPES	101-253-726.000	137.99
		39125		5261MC FLAGS, ENVELOPES	101-265-935.608	99.41
						237.40
10/22/2020	GEN	39126	FIFTH THIRD BANK	5261MC PARK	308-000-935.000	355.07
10/22/2020	GEN	39127	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	436.88
10/22/2020	GEN	39128	IAAO	DUES A DEHAAN	101-171-965.000	220.00
10/22/2020	GEN	39129	LAND INFORMATION ACCESS ASSOC	P.E.G.FEES	101-747-880.011	22,417.93
10/22/2020	GEN	39130	UNITED WAY	UNITED WAY	101-000-238.000	90.00
10/22/2020	GEN	39131	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,880.00
TOTAL - ALL FUNDS						293,037.65

--- GL TOTALS ---

101-000-227.000	DEFERRED COMP	1,880.00
101-000-227.001	AFLAC	430.04
101-000-237.000	HSA (FORMERLY FLEX)	436.88
101-000-238.000	UNITED WAY	90.00
101-101-726.001	POSTAGE	2,000.00
101-101-900.000	PRINTING & PUBLISHING	493.05
101-101-960.000	EDUCATION & TRAINING	464.50
101-171-965.000	DUES & PUBLICATIONS	220.00
101-253-726.000	SUPPLIES	137.99
101-253-801.000	LEGAL SERVICES	15.00
101-258-935.016	COMPUTER NETWORK	84.99
101-265-850.000	TELEPHONE	1,072.32
101-265-935.603	CLEANING SERVICE	647.00
101-265-935.608	MAINTENANCE-OTHER	99.41

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-301-830.000			POLICE CONTRACT		240,484.38	
101-448-920.005			STREET LIGHTS TOWNSHIP		10.61	
101-747-880.011			COM. PROM. - P.E.G.		22,417.93	
101-851-873.030			INSURANCE - EMPLOYEE HEALTH		21,698.48	
308-000-935.000			MAINTENANCE - MISC, EQUIP		355.07	
			TOTAL		293,037.65	

CASS ROAD DRAIN

Project Overview

Steve Largent

Grand Traverse County Drain Commissioner



6.a.

Presentation Outline

- Background and Existing Conditions
- Environmental Review
- Proposed Project Review
- Questions

Background

1987 – Drainage District located and established

1993 – Proposed Drain Maintenance (installation of 10" drain tile, ditching along west side of businesses along Cass that outlet into Miler Creek at Cass Road)

2015 – Initiation by GTCDC for Drain Improvement with Petition filed by GTCRC and supported by County.

2016- GTCDC retains consultant to conduct investigation and begin plan for improvement.

Deficiencies

- Flooding industrial park area
 - Seasonal flooding
 - Stream breaching the banks and adding water into Cass Road Drain
- Undersized cross culverts at MDOT RR and Cass Road
 - Embankment Erosion / Exposed watermain
- Improved SW Management system and Maintenance due to increased development upstream

Area of yearly drainage conveyance system breach during Spring thaw/rain events.

Wascott Rd
Diamond Dr
Preston Dr
Cass Rd
Niles Creek Dr
Rwy St
Penn St
Emerald Dr
Emerald Oaks
Sycamore Dr
Cedar Valley Dr
Wagon Wheel Dr
Vantage Dr
Bay Dr

Google earth
Earth Point

© 2014 Google

Area of yearly drainage conveyance system breach during Spring thaw/rain events.

Wascott Rd
Diamond Dr
Preston Dr
Cass Rd
Niles Creek Dr
Rwy St
Penn St
Emerald Dr
Emerald Oaks
Sycamore Dr
Cedar Valley Dr
Wagon Wheel Dr
Vantage Dr
Bay Dr

Google earth
Earth Point

© 2014 Google

Area of yearly drainage conveyance system breach during Spring thaw/rain events.

Wascott Rd
Diamond Dr
Preston Dr
Cass Rd
Niles Creek Dr
Rwy St
Penn St
Emerald Dr
Emerald Oaks
Sycamore St
Cedar Valley Dr
Wagon Wheel Dr
Vantage Dr
Bay Dr

Google earth
Earth Point

© 2014 Google

Area of yearly drainage conveyance system breach during Spring thaw/rain events.

Wascott Rd
Diamond Dr
Preston Dr
Cass Rd
Niles Creek Dr
Rwy St
Penn St
Emerald Dr
Emerald Oaks
Sycamore Dr
Cedar Valley Dr
Wagon Wheel Dr
Vantage Dr
Bay Dr

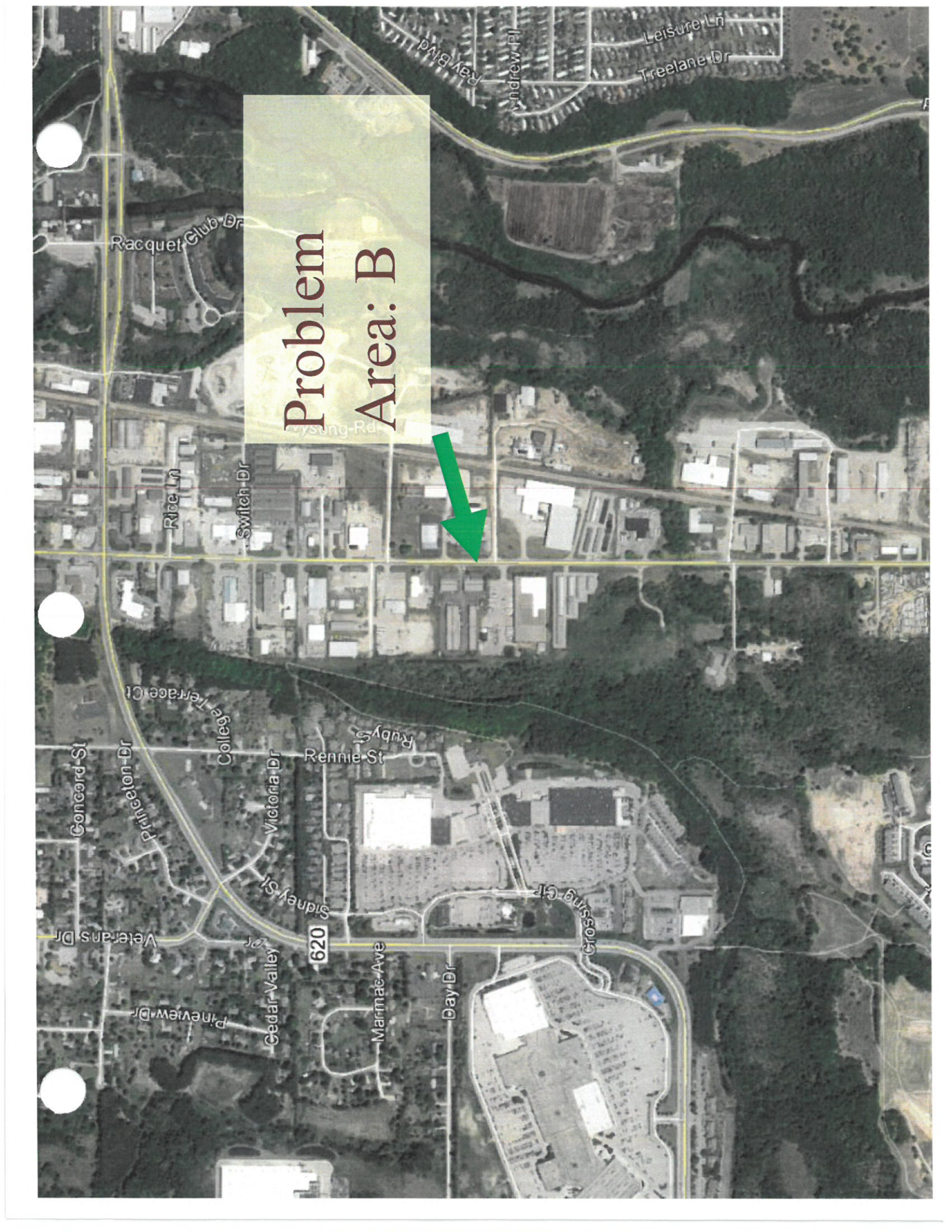
Google earth
Earth Point

© 2014 Google



Problem
Area: A





The image is an aerial photograph of a suburban area. A yellow rectangular box highlights a specific region in the upper-middle part of the map. A green arrow points from the bottom of this box to a location on a road. The map shows various streets, including Racquet Club Dr, Rice Ln, Switch Dr, Concord St, Princeton Dr, Veterans Dr, Pineview Dr, Cedar Valley, Marmac Ave, Day Dr, Rennie St, Ruby St, College Terrace Ct, and Treelane Dr. A road labeled '620' is also visible. The area is characterized by a mix of residential buildings, parking lots, and green spaces.

Problem Area: B



Area B



Flooding along road
No proper outlet



Problem Area: C







Project Timeline

2016- GTCDC retains consultant to conduct investigation and five (5) alternatives proposed ranging from \$500,000 to \$3,000,000 to implement 2016 through 2019- Ongoing project design including stakeholder meetings, easement acquisition, regulatory agency meetings / permits 2019 – District Boundary Set by GTCDC

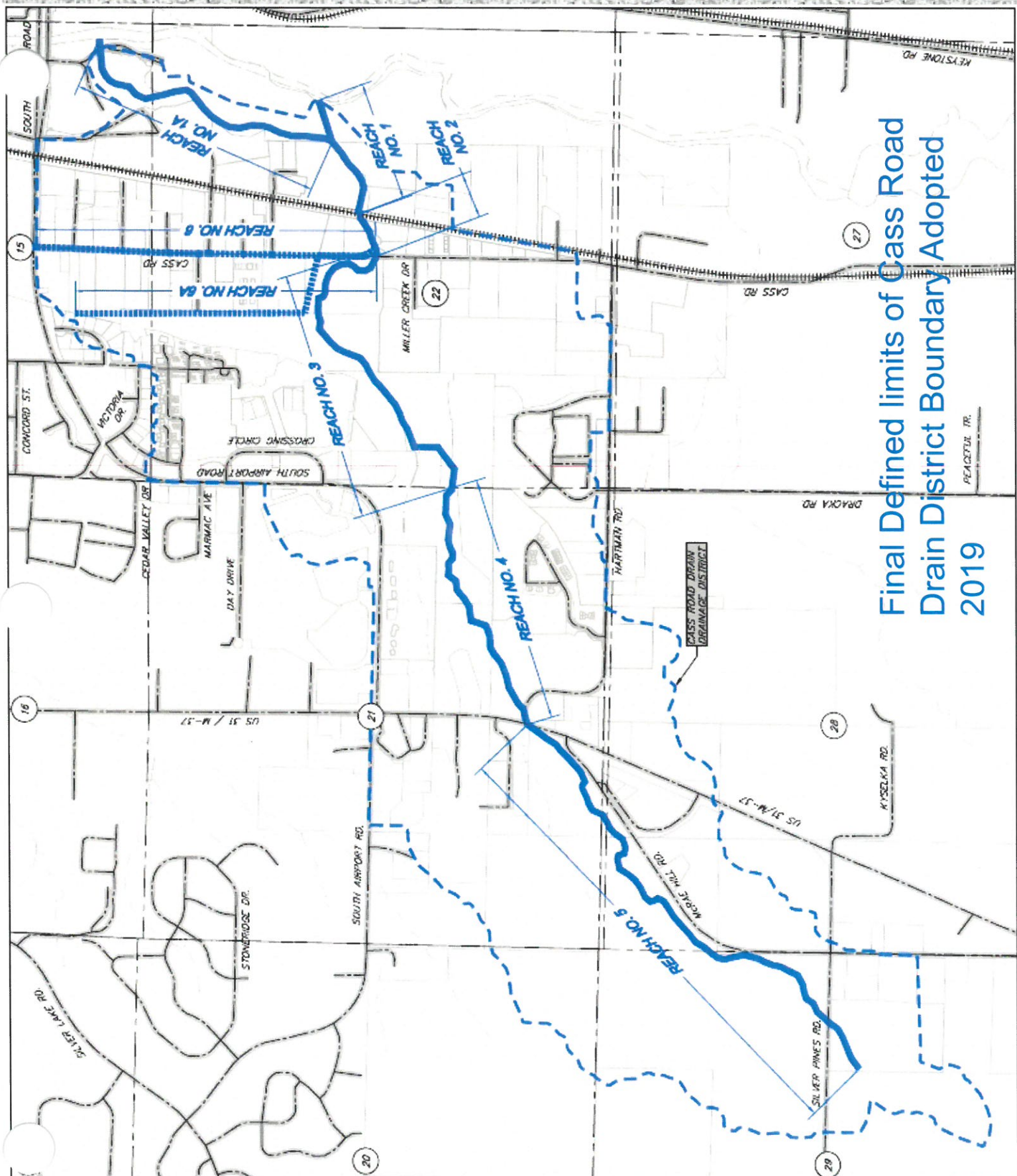
August 2019 – Project solicited for bids as 3 phases:

Phase I: Onsite Overflow Berm construction

Phase II: MDOT RR and Cass culvert upgrade

Phase III: Storm System installation along Cass Road and widening to 3 lanes

August 2019- Project placed on hold due to design concerns and costs
August 2019 to Current- GFA re-assigned to project to manage and resolicit for bids. Phase I and II only with Phase III to be further evaluated
October 2020- Bids received and Elmers to be awarded contract
Project to start this year with August 2021 completion

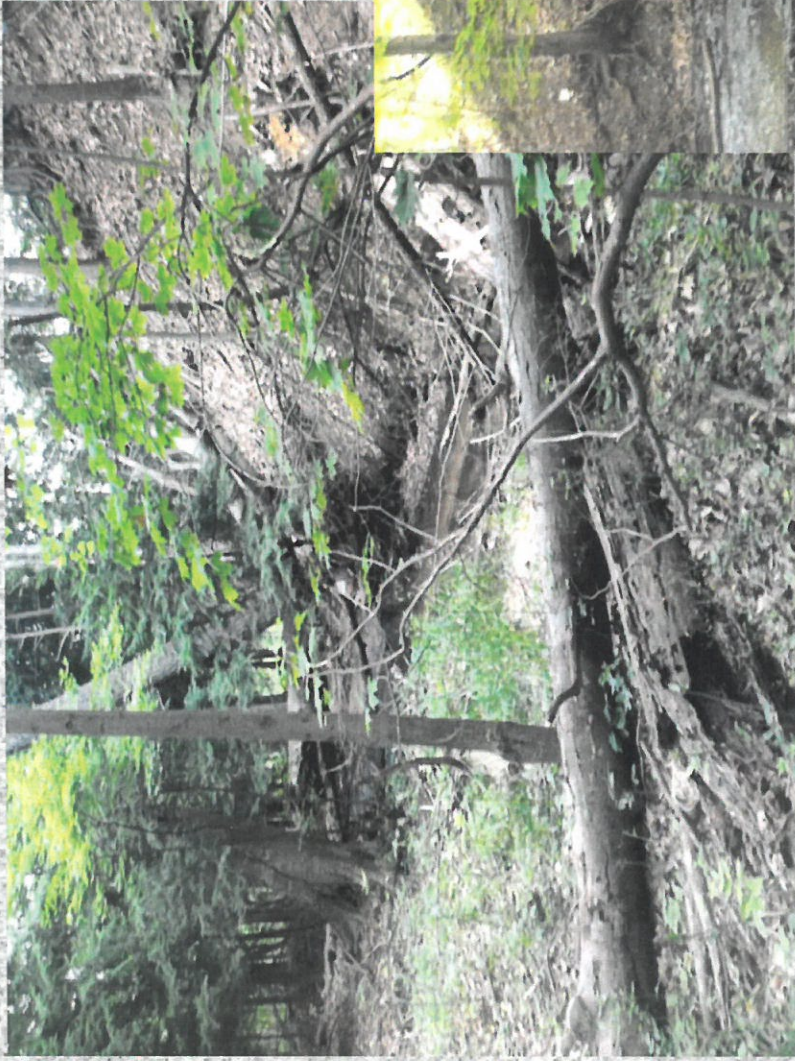


Final Defined limits of Cass Road Drain District Boundary Adopted 2019

Proposed Work – Completed Maintenance in 2019



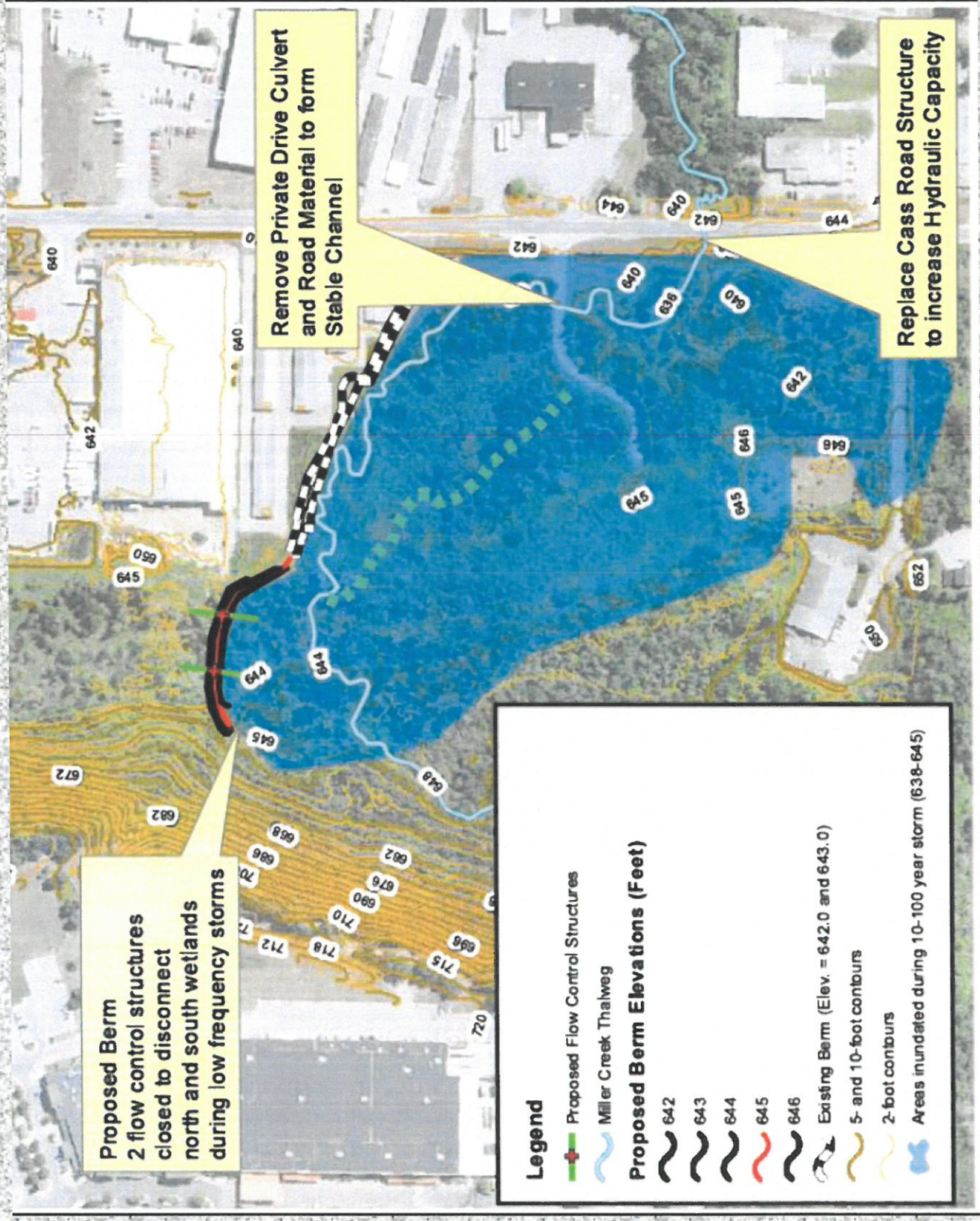
Reach 1 – Log Removal & Bank Stabilization



Proposed Work – Phase I

Construct berm

© 2017 Google
Mass Rd



Proposed Berm
2 flow control structures
closed to disconnect
north and south wetlands
during low frequency storms

Remove Private Drive Culvert
and Road Material to form
Stable Channel

Replace Cass Road Structure
to increase Hydraulic Capacity

Legend

- Proposed Flow Control Structures
- Miller Creek Thahweg

Proposed Berm Elevations (Feet)

642
643
644
645
646

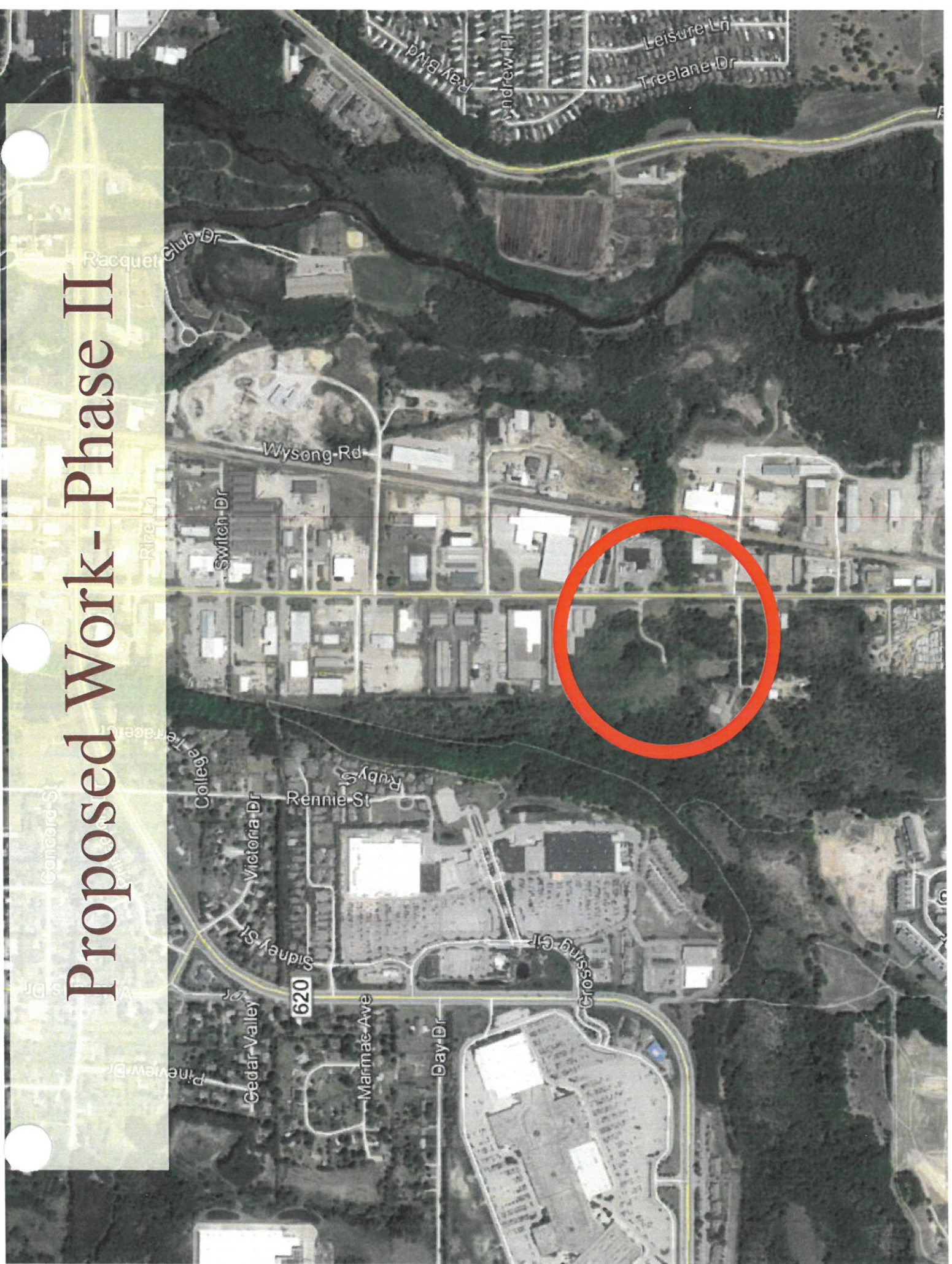
Existing Berm (Elev. = 642.0 and 643.0)

5- and 10-foot contours

2-foot contours

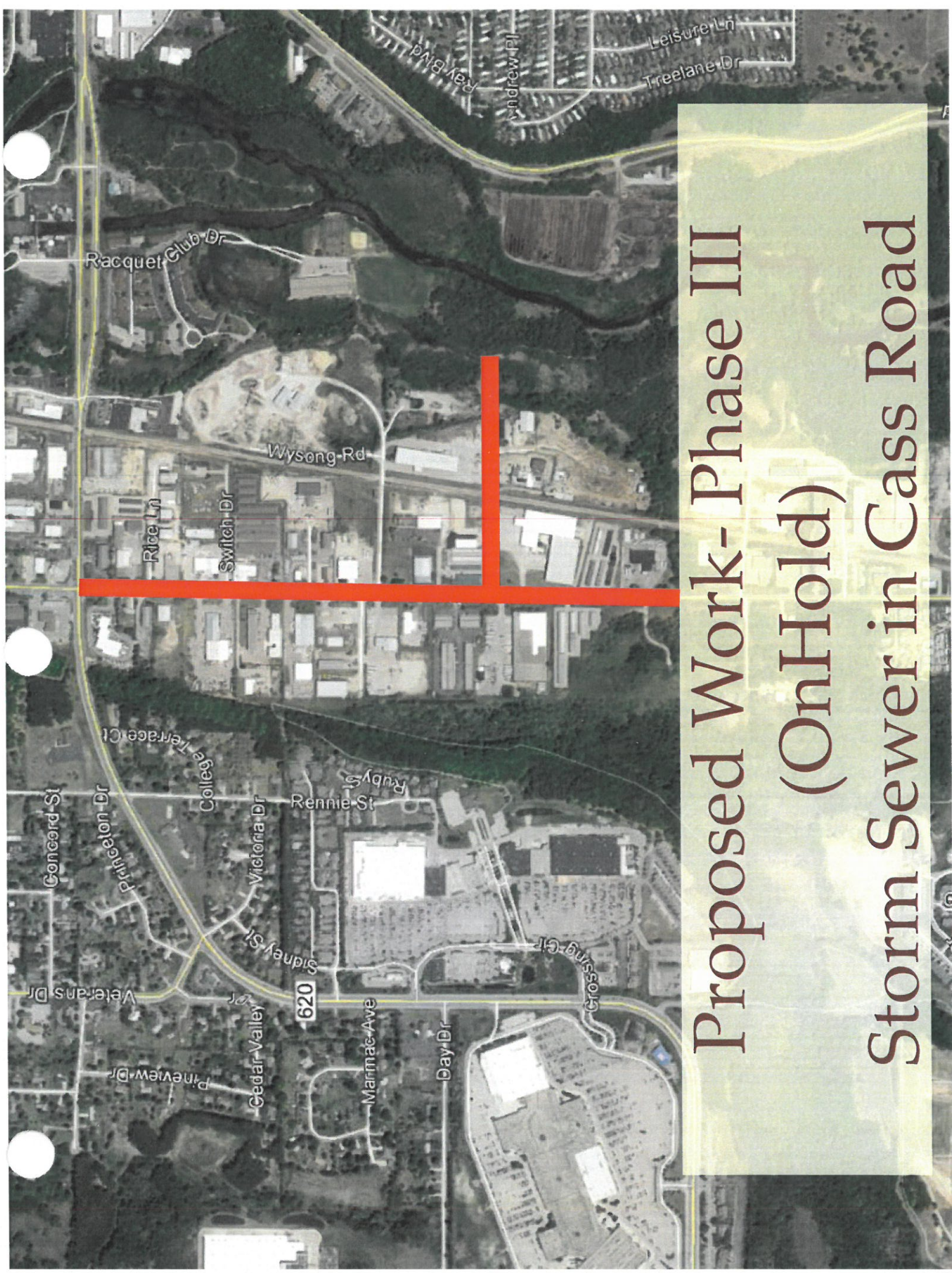
Areas inundated during 10-100 year storm (638-645)

Proposed Work- Phase II



MDOT RR, Cass Road & Private Road Culvert Replacement





Proposed Work- Phase III (OnHold) Storm Sewer in Cass Road

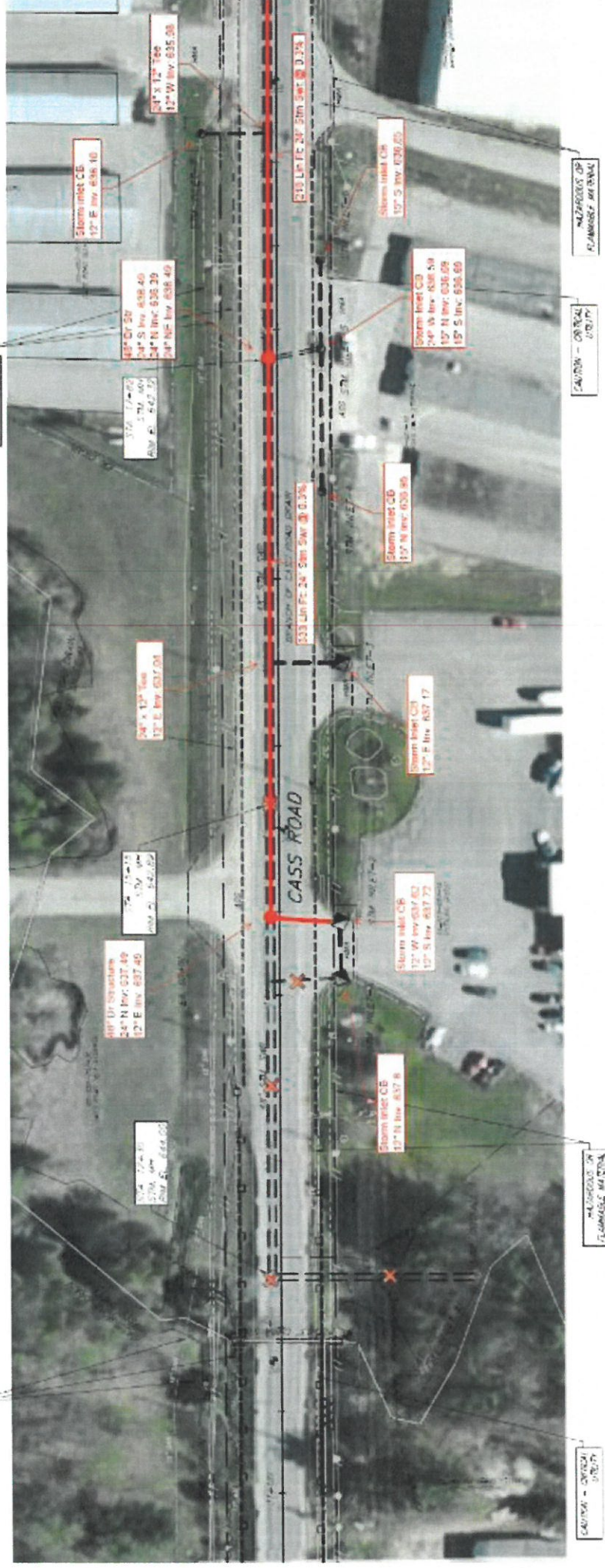
Cass Road Improvements

Storm Sewer Installation

SECTION 22, T.27 N.-R.11 W.
GARFIELD CHARTER TOWNSHIP
GRAND TRAVERSE COUNTY, MICHIGAN

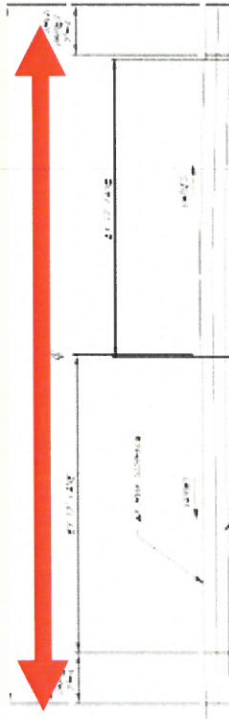
CAUTION - CRITICAL UTILITY

CAUTION - CRITICAL UTILITY

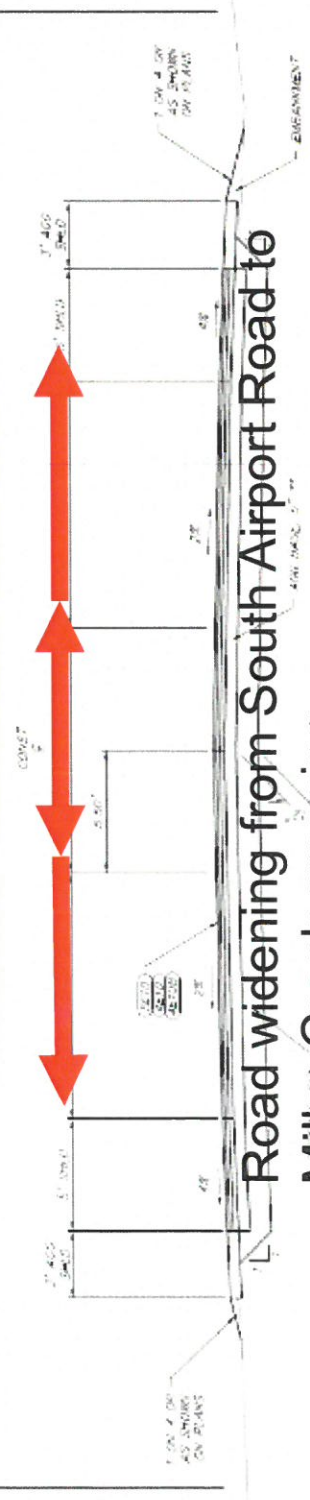


Cass Road Improvements

Existing: Two 12 ft wide lanes



11 ft drive lane
11 ft turn lane
11 ft drive lane



Road widening from South Airport Road to
Miltler Creek crossing

Project Costs

Project is being financed through a conventional bank loan. Reimbursement is through a Special Assessment District which is reflected on their winter tax bill.

Breakdown of costs is shown below and is based off the approved assessment roll:

Landowner Totals-----	80.600%	\$	1,770,782.00
Garfield Charter Township	10.000%	\$	219,700.00
Grand Traverse County	6.160%	\$	135,335.20
Michigan Department of Transportation Railroad	0.460%	\$	10,106.20
Michigan Department of Transportation	2.780%	\$	61,076.60
Garfield Charter Township Supplemental Benefit		\$	100,000.00
Grand Traverse County Road Commission Supplemental Benefit		\$	50,000.00
Michigan Department of Transportation Railroad Supplemental Benefit		\$	291,000.00
Natural Resources Conservation Service EQIP Grant		\$	200,000.00
Total-----	100%	\$	2,838,000.00

Garfield Township EMS Totals - September 2020

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	9	30	47
Difficulty Breathing / SOB	19	7		26
Cardiac Issues (Chest Pain)	21	2	2	25
General Weakness	2		21	23
Altered LOC	15		6	21
Vehicle Accident	16			16
Seizure	11	2	1	14
Invalid Assist/Lift Assist		1	12	13
Stroke/CVA	8		1	9
Unresponsive	8	1		9
Abdominal Pain	2	1	5	8
Hemorrhage/Laceration	1	3	4	8
Medical Alarm		2	6	8
Alcohol intoxication	2		5	7
Traumatic Injury	1	3	3	7
Diabetic Emergency	5	1		6
Back Pain (Non-Traumatic)		1	4	5
Psychiatric Problem/Suicide Attempt	2		3	5
Patient Assist Only			4	4
Syncope/near-fainting	4			4
Allergic Reaction / Stings	2		1	3
Hypotension / hypertension	2		1	3
Overdose - Unintentional	1		2	3
Cardiac Issues - No Chest Pain	2			2
Lower Limb Swelling			2	2
Nausea/Vomiting	1		1	2
Welfare Check			2	2
Assault			1	1
Choking			1	1
Fever	1			1
Heat/Cold Exposure			1	1
No Other Appropriate Choice			1	1
Grand Total	134	33	120	287

Garfield Township NFIRS - September 2020

Incident Type	Total
Medical assist, assist EMS crew	238
Dispatched and cancelled en route	31
Motor vehicle accident with injuries	7
Motor vehicle accident with no injuries.	5
Water Flow Alarm - unintentional	5
Alarm system activation, no fire - unintentional	4
Alarm system sounded due to malfunction	3
Assist police or other governmental agency	2
Building fire	2
Public service assistance, other	2
Smoke scare, odor of smoke	2
Animal problem	1
Arcing, shorted electrical equipment	1
Breakdown of light ballast	1
Carbon monoxide detector activation, no CO	1
Carbon monoxide incident	1
Fire in mobile home used as fixed residence	1
Gasoline or other flammable liquid spill	1
Grass fire	1
Local alarm system, malicious false alarm	1
Low-voltage line down	1
Municipal alarm system, malicious false alarm	1
Passenger vehicle fire	1
Smoke detector activation due to malfunction	1
Smoke detector activation, no fire - unintention	1
Smoke or odor removal	1
Water problem, other	1
Total	317

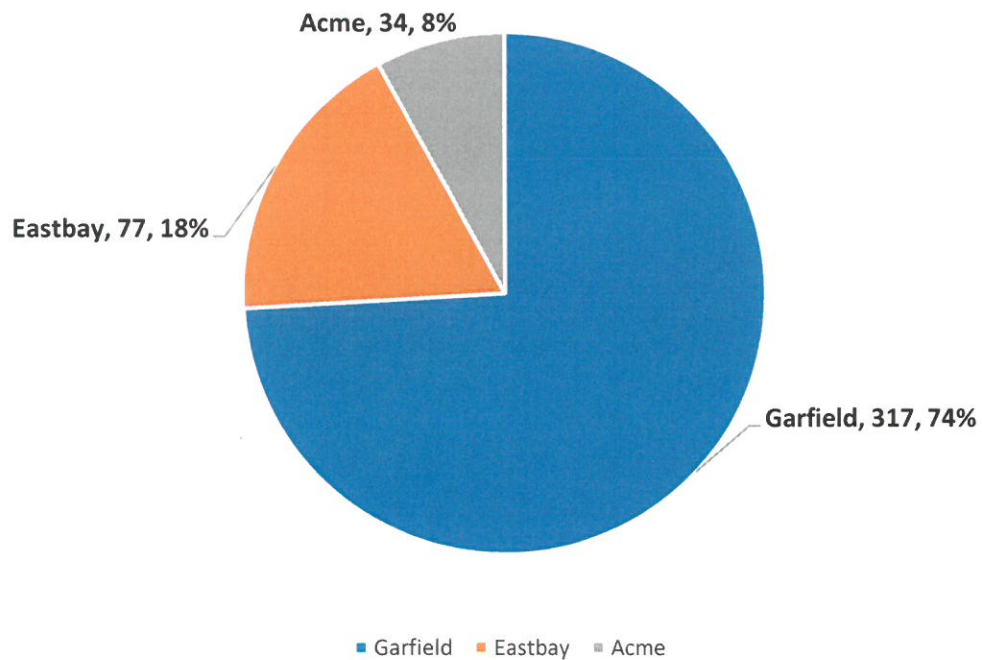
GTMESSA EMS Totals - September 2020

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	15	36	59
Cardiac Issues (Chest Pain)	31	2	3	36
Difficulty Breathing / SOB	21	7		28
General Weakness	2	2	23	27
Altered LOC	17		6	23
Seizure	16	2	2	20
Invalid Assist/Lift Assist		2	17	19
Vehicle Accident	17	1	1	19
Unresponsive	14	1		15
Abdominal Pain	4	2	7	13
Alcohol intoxication	2	1	9	12
Traumatic Injury	4	3	3	10
Medical Alarm		3	6	9
Stroke/CVA	8		1	9
Hemorrhage/Laceration	1	3	4	8
Psychiatric Problem/Suicide Attempt	2	1	5	8
Back Pain (Non-Traumatic)		1	6	7
Diabetic Emergency	5	1		6
Syncope/near-fainting	4	1	1	6
Hypotension / hypertension	2		2	4
Nausea/Vomiting	2		2	4
Overdose - Unintentional	2		2	4
Patient Assist Only			4	4
Welfare Check	1		3	4
Allergic Reaction / Stings	2		1	3
Assault			3	3
Choking	2		1	3
Death - Priority 5	3			3
No Other Appropriate Choice		1	2	3
Cardiac Issues - No Chest Pain	2			2
Fever	1		1	2
Heat/Cold Exposure		1	1	2
Lower Limb Swelling			2	2
Grand Total	173	50	154	377

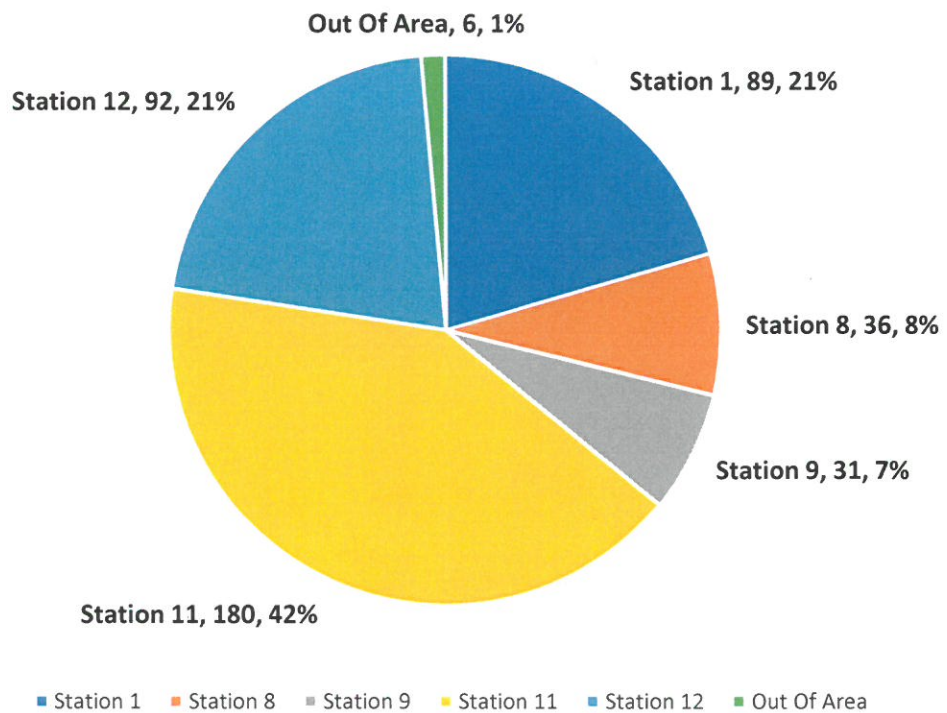
GTMESSA NFIRS - September 2020

Incident Type	Total
Medical assist, assist EMS crew	316
Dispatched and cancelled en route	42
Motor vehicle accident with injuries	8
Alarm system activation, no fire - unintentional	7
Motor vehicle accident with no injuries.	6
Water Flow Alarm - unintentional	6
Smoke detector activation, no fire - unintentional	5
Alarm system sounded due to malfunction	3
Building fire	3
Smoke detector activation due to malfunction	3
Assist police or other governmental agency	2
Gasoline or other flammable liquid spill	2
Low-voltage line down	2
Motor vehicle/pedestrian accident (MV Ped)	2
Public service assistance, other	2
Smoke scare, odor of smoke	2
Animal problem	1
Arcing, shorted electrical equipment	1
Bad Incident # - Wrongful Dispatch	1
Breakdown of light ballast	1
Building Fire - Int/Ext Finish - Non-Structural	1
Camper or recreational vehicle (RV) fire	1
Carbon monoxide detector activation, no CO	1
Carbon monoxide incident	1
Cooking fire, confined to container	1
Electrical wiring/equipment problem, other	1
Fire in mobile home used as fixed residence	1
Good intent call, other	1
Grass fire	1
Local alarm system, malicious false alarm	1
Lock-in (if lock out , use 511)	1
Municipal alarm system, malicious false alarm	1
No incident found on arrival at dispatch address	1
Passenger vehicle fire	1
Public service	1
Search for person on land	1
Smoke or odor removal	1
Unauthorized burning	1
Water problem, other	1
Total	434

GTMESSA - September 2020 Incidents



GTMESSA - September 2020 Incidents by Station 434 Total



Fractile Response Times

6.c.

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 09/01/2020 AND 09/30/2020; AND Call Types IS Prehospital; AND Initial Priorities IS P - 1, Lights and Sirens; AND Response Zone IS GARFIELD TWSP-28

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
<i>Response Times</i>	1	1	1.00%	1%
<i>00:00 - 00:59</i>	3	4	2.00%	3%
<i>01:00 - 01:59</i>	4	8	3.00%	6%
<i>02:00 - 02:59</i>	12	20	9.00%	14%
<i>03:00 - 03:59</i>	13	33	9.00%	24%
<i>04:00 - 04:59</i>	18	51	13.00%	36%
<i>05:00 - 05:59</i>	31	82	22.00%	59%
<i>06:00 - 06:59</i>	19	101	14.00%	72%
<i>07:00 - 07:59</i>	11	112	8.00%	80%
<i>08:00 - 08:59</i>	8	120	6.00%	86%
<i>09:00 - 09:59</i>	8	128	6.00%	91%
<i>10:00 - 10:59</i>	1	129	1.00%	92%
<i>11:00 - 11:59</i>	6	135	4.00%	96%
<i>12:00 - 12:59</i>	1	136	1.00%	97%
<i>13:00 - 13:59</i>	3	139	2.00%	99%
<i>15:00 - 15:59</i>	1	140	1.00%	100%
Total Calls:	140			

Fractile Response Times

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 09/01/2020 AND 09/30/2020; AND Call Types IS Prehospital; AND Initial Priorities IS Non-Emergent OR P - 2 OR P - 3, No Lights or Sirens OR P-1, Downgrade no Light/Siren OR P-3, Upgrade to ...


Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
<i>Fractile Times</i>	1	1	1.00%	1%
00:00 - 00:59	2	3	2.00%	2%
01:00 - 01:59	9	12	7.00%	10%
02:00 - 02:59	2	14	2.00%	12%
03:00 - 03:59	9	23	7.00%	19%
04:00 - 04:59	17	40	14.00%	33%
05:00 - 05:59	15	55	12.00%	45%
06:00 - 06:59	15	70	12.00%	58%
07:00 - 07:59	11	81	9.00%	67%
08:00 - 08:59	10	91	8.00%	75%
09:00 - 09:59	5	96	4.00%	79%
10:00 - 10:59	9	105	7.00%	87%
11:00 - 11:59	4	109	3.00%	90%
12:00 - 12:59	2	111	2.00%	92%
13:00 - 13:59	3	114	2.00%	94%
14:00 - 14:59	1	115	1.00%	95%
15:00 - 15:59	1	116	1.00%	96%
16:00 - 16:59	1	117	1.00%	97%
19:00 - 19:59	2	119	2.00%	98%
20:00 - 20:59	2	121	2.00%	100%

Total Calls: 121

Fractile Response Times

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 01/01/2020 AND 09/30/2020; AND Call Types IS Prehospital; AND Initial Priorities IS Non-Emergent OR P - 1, Lights and Sirens OR P - 2 OR P - 3, No Lights or Sirens OR P-1, Downgrade no Lig...

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
<i>Negative Times</i>	16	16	1.00%	1%
<i>00:00 - 00:59</i>	21	37	1.00%	2%
<i>01:00 - 01:59</i>	50	87	2.00%	4%
<i>02:00 - 02:59</i>	89	176	4.00%	9%
<i>03:00 - 03:59</i>	165	341	8.00%	17%
<i>04:00 - 04:59</i>	257	598	12.00%	29%
<i>05:00 - 05:59</i>	339	937	16.00%	46%
<i>06:00 - 06:59</i>	280	1,217	14.00%	59%
<i>07:00 - 07:59</i>	268	1,485	13.00%	72%
<i>08:00 - 08:59</i>	174	1,659	8.00%	81%
<i>09:00 - 09:59</i>	119	1,778	6.00%	86%
<i>10:00 - 10:59</i>	100	1,878	5.00%	91%
<i>11:00 - 11:59</i>	77	1,955	4.00%	95%
<i>12:00 - 12:59</i>	23	1,978	1.00%	96%
<i>13:00 - 13:59</i>	20	1,998	1.00%	97%
<i>14:00 - 14:59</i>	17	2,015	1.00%	98%
<i>15:00 - 15:59</i>	13	2,028	1.00%	98%
<i>16:00 - 16:59</i>	9	2,037	0.00%	99%
<i>17:00 - 17:59</i>	8	2,045	0.00%	99%
<i>18:00 - 18:59</i>	3	2,048	0.00%	99%
<i>19:00 - 19:59</i>	3	2,051	0.00%	100%
<i>20:00 - 20:59</i>	3	2,054	0.00%	100%
<i>21:00 - 21:59</i>	2	2,056	0.00%	100%
<i>22:00 - 22:59</i>	1	2,057	0.00%	100%
<i>23:00 - 23:59</i>				
<i>24:00 - 24:59</i>				
<i>25:00 - 25:59</i>				
<i>26:00 - 26:59</i>				
<i>27:00 - 27:59</i>				
<i>28:00 - 28:59</i>				
<i>29:00 - 29:59</i>				
<i>30:00 - 30:59</i>				
<i>31:00 - 34:59</i>	2	2,059	0.00%	100%
Total Calls:	2,059			

 Charter Township of Garfield Planning Department Report No. 2020-145		
Prepared:	October 19, 2020	Pages: 2
Meeting:	October 27, 2020 Township Board	Attachments: <input type="checkbox"/>
Subject:	Planning Department Monthly Report for October 2020	

PURPOSE

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. Presentation of this report also provides a venue for the Township Board to have dialog with staff about any of the activities or planning-related issues facing the Township.

DEVELOPMENTS

The Planning Commission is currently conducting the following development review activity:

Carter Lumber Rezoning

- Location: Southeast corner of Garfield and Hammond Roads
- Development Description: Rezoning from the A – Agricultural district to I-G – General Industrial district to accommodate a building supply and light manufacturing facility
- Status: Application is scheduled for a public hearing by the Planning Commission for 11/12/2020.

Lake Pointe Village PUD Minor Amendment – Value City Furniture Sign

- Location: 1775 Oak Hollow Drive, Northeast corner of South Airport Road and Park Drive
- Development Description: PUD Amendment to allow for a new sign
- Status: A PUD minor amendment was approved by the Planning Commission on 10/14/2020 to allow for the replacement of the former Art Van Furniture sign with a new sign for Value City Furniture. Value City Furniture had a soft opening on October 15 and will have a grand opening in November.

M Brothers Commercial District Housing Development Conceptual Review

- Location: N US 31 South, South of South Airport Road behind Baymont Inn
- Development Description: Conceptual review to building two apartment buildings for a total of 60 units
- Status: Conceptual site plan was reviewed by the Planning Commission on 10/14/2020. While there are some issues that need to be addressed, response from the Planning Commission was generally favorable.

Village at LaFranier Woods PUD

- Location: 2242 LaFranier Road
- Development Description: New 385-unit senior living complex
- Status: Planning Commission approved a Minor Amendment to the PUD for easements and driveway adjustments on 10/14/2020.

Prince of Peace Lutheran Church SUP

- Location: LaFranier Road, North of Hammond Road
- Development Description: New 8,768 square-foot church building
- Status: Application received, but there are several use issues that will need to be addressed prior to moving the application forward.

BATA Facility/ Traverse City Housing Commission Mixed-Use Project

- Location: Northeast corner of LaFranier and Hammond Roads
- Status: No application has been received; however, staff discussed the project with representatives from BATA and the Housing Commission. An application is expected in the coming months.

PLANNING

At recent study sessions, the Planning Commission conducted the following discussions:

- A public hearing on draft requirements for siting solar energy systems will be conducted by the Planning Commission on 11/12/2020.
- The Planning Commission continues to review and update use names and definitions as part of developing a use chart for the Zoning Ordinance.
- The Planning Commission will be undergoing a review and update of signs for Planned Developments and the Planned Shopping Center Commercial District.

ONGOING EDUCATION

- Staff virtually attended the annual Michigan Association of Planning Conference from October 7 to October 9.

STAFF

John Sych, AICP, Planning Director

Email: jsych@garfield-twp.com

Direct Line: (231) 225-3155

Stephen Hannon, AICP, Deputy Planning Director

Email: shannon@garfield-twp.com

Direct Line: (231) 225-3156



**Charter Township Of Garfield
Treasurers Report
Ending September 30th, 2020**

Acct.	Unrestricted Funds	General Fund	06/30/20	09/30/20	Difference	Maturity Date	Rate
7118	General Fund	Checking	3,666,310	3,286,750	(379,560)	N/A	
5605	General Chase High Yield	Savings	169,704	169,761	57	N/A	
4670	General Fund Managed	Invest	3,439,279	3,423,185	(16,094)	N/A	
740	Huntington	CD	250,000	250,000	-	2/23/22	2.38%
72	Huntington-First Merit - Citizens	CD	62,393	83,054	20,661	10/30/20	0.60%
604	Mbank CD -	CD	98,789	100,091	1,302	9/24/23	0.50%
605	Mbank CD -	CD	98,789	100,091	1,302	9/24/23	0.50%
606	Mbank CD -	CD	62,393	63,215	822	9/24/23	0.50%
S101	4-Front Credit Union	CD	215,538	216,134	597	7/8/23	1.00%
300	NW Consumers CU	CD	171,022	171,647	624	5/28/21	1.45%
302	NW Consumers CU	CD	62,173	62,478	305	9/28/21	1.95%
662	Independent	CD	277,209	278,251	1,042	3/12/21	1.49%
55	1st Community Bank	CD	218,932	218,932	0	8/20/21	2.00%
15	First National Bank of America	CD	274,150	275,763	1,613	7/4/21	2.36%
1	Team 1 Credit Union	CD	260,421	261,572	1,150	3/2/21	1.75%
982	Credit Union One	CD	257,697	258,540	843	2/25/21	1.30%
119	Honor Bank	CD	250,000	250,000	0	12/2/22	1.70%
40	Lake Michigan Credit Union	CD	262,600	263,946	1,346	1/17/23	2.03%
	State Savings Bank	CD	250,000	261,572	11,572	1/3/21	1.60%
Total Unrestricted Funds - Available for Spending			10,347,398	9,994,980	(352,418)		

* Sheriff Contract \$297k, Parking Lot \$54k and General operating Expenses

	Restricted Funds		06/30/20	09/30/20	Difference	Date
7118	Park Fund	Checking	254,687	16,292	(238,395)	N/A
7118	Roads	Checking	370,476	370,476	-	N/A
8728	Fire Fund	Checking	214,180	214,180	(0)	N/A
4654	Fire Fund <u>Managed</u>	Invest	825,732	822,379	(3,353)	N/A
7134	Receiving Fund	Checking	5,501,223	4,351,787	(1,149,436)	N/A
6025	Chemical Receiving Fund CD	M/M	-	-	-	
4662	Receiving Fund <u>Managed</u>	Invest	12,274,368	14,250,400	1,976,032	N/A
7940	DPW Fund <u>Managed</u>	Invest	115,174	114,769	(405)	N/A
7126	Tax Fund	Checking	46,530	608,758	562,228	N/A
4750	General Employee Flex	Checking	4,563	4,563	0	N/A
3734	Retirement Rec Fund	Checking	66,570	63,494	(3,076)	N/A
2343	Insurance Funding	Checking	359,504	359,504	-	N/A
8681	Trust & Agency	Checking	311,041	357,544	46,503	N/A
1111	Special Lights	Checking	6,278	6,278	(0)	N/A
3801	Special Mill/Water/Sewer/Roads	Checking	17,717	33,810	16,093	N/A
Total Restricted Funds - Restricted Use			20,368,044	21,574,234	1,206,190	Increase/Decrease
TOTAL			\$ 30,715,442	\$ 31,569,214	\$ 853,772	*

* \$38k Conservation, \$25K Mill Demo, \$83k Park Parking 54k Silver 1k imp.\$5k Launter 4k Eng

* Chemical Rec Transfer to Managed account, see below Managed

* SEE ABOVE NOTES:

Respectfully Submitted:

Jane Blood Law 10/1/20

2020 State Shared Revenue

State of Michigan Revenue Sharing - Constitutional & (EVIP)

Period For	2016	EVIP	2016 Total	2017	EVIP	2017 Total	2018	EVIP	2018 Total	2019	EVIP	2019 Total	2020	EVIP	2020 Total	(%) of Change from 2019	Difference From 2019 to 2020
Nov - Dec PD Mar	\$ 205,411.00	\$ 7,170.00	\$ 212,581.00	\$ 217,905.00	\$ 7,170.00	\$ 225,075.00	\$ 220,248.00	\$ 9,370.00	\$ 229,618.00	\$ 231,217.00	\$ 9,364.00	\$ 240,581.00	\$ 241,649.00	\$ 9,579.00	\$ 251,228.00	4.43%	\$ 10,647.00
Jan - Feb PD May	\$ 195,372.00	\$ 7,170.00	\$ 202,542.00	\$ 225,890.00	\$ 7,170.00	\$ 233,060.00	\$ 209,998.00	\$ 9,370.00	\$ 219,368.00	\$ 214,862.00	\$ 9,364.00	\$ 224,226.00	\$ 234,720.00	\$ 9,579.00	\$ 244,299.00	8.95%	\$ 20,073.00
Mar - April PD July	\$ 195,055.00	\$ 7,170.00	\$ 202,225.00	\$ 203,234.00	\$ 7,170.00	\$ 210,404.00	\$ 207,404.00	\$ 9,370.00	\$ 216,774.00	\$ 218,924.00	\$ 9,364.00	\$ 228,288.00	\$ 204,451.00	\$ 9,579.00	\$ 213,730.00	-6.38%	\$ (14,558.00)
May - June PD Sept	\$ 214,896.00	\$ 7,173.00	\$ 222,069.00	\$ 225,598.00	\$ 7,173.00	\$ 232,771.00	\$ 235,957.00	\$ 9,373.00	\$ 245,330.00	\$ 244,196.00	\$ 9,365.00	\$ 253,561.00	\$ 205,456.00	\$ 14,894.00	\$ 220,350.00	-13.10%	\$ (33,211.00)
July - Aug PD Oct	\$ 218,959.00	\$ 7,170.00	\$ 226,129.00	\$ 238,999.00	\$ 9,370.00	\$ 248,369.00	\$ 248,099.00	\$ 9,364.00	\$ 257,463.00	\$ 253,080.00	\$ 9,579.00	\$ 262,659.00					
Sept - Oct PD Dec	\$ 217,140.00	\$ 7,170.00	\$ 224,310.00	\$ 230,686.00	\$ 9,370.00	\$ 240,056.00	\$ 247,255.00	\$ 9,364.00	\$ 256,619.00	\$ 264,132.00	\$ 9,579.00	\$ 273,711.00					
TOTAL	\$ 1,246,833.00	\$ 43,023.00	\$ 1,289,856.00	\$ 1,342,312.00	\$ 47,423.00	\$ 1,389,735.00	\$ 1,368,961.00	\$ 56,211.00	\$ 1,483,026.00	\$ 1,426,411.00	\$ 56,615.00	\$ 1,483,026.00	\$ 885,976.00	\$ 43,631.00	\$ 929,607.00	-1.52%	

Personal Property Community Stabilization Share Revenue

Received separate from State

\$1,400,000.00	Township Budgeted for 2020
\$ 929,607.00	YTD Received From State
\$ (470,393.00)	DIFFERENCE

\$ 1,447,600.00 State Projected for 2019 (Constitutional \$ 1,404,553.....and EVIP \$ 43,051.....Total \$ 1,459,607.)



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Proposed Amendments to Ordinance No. 37

Date: Tuesday, October 20, 2020

BACKGROUND:

Staff has reviewed the Charter Township of Garfield Ordinance No. 37 – Municipal Ordinance Violations Bureau Ordinance considering updated information since this Ordinance was adopted. Staff recommends the following revisions to the Municipal Ordinance Violations Bureau Ordinance to address change in conditions since adoption of this Ordinance in 1997. The full Ordinance with proposed changes shown is included as an attachment to this report as highlighted with underlined and crossed-out text.

PROPOSED REVISIONS:

The proposed amendment to the Municipal Ordinance Violations Bureau Ordinance (Ordinance No. 37) includes the following revisions:

Section 5. Schedule of Civil Fines/Costs

Proposed revisions to this section include language to ensure that fines collected through the court system will mirror those collected through the Township Violations Bureau. Revisions also include increases in the schedule of civil fines and recognizes court costs as being in addition to civil fines. The proposed increase schedule of fines is intended to deter situations where defendants continue to pay fines without addressing the violations. Additionally, as Garfield Township receives a 1/3 share of all fines levied through District Court, the increased share would help to further cover costs associated with enforcement.

PROCESS TIMELINE:

The Municipal Ordinance Violations Bureau Ordinance is Ordinance No. 37 in the Charter Township of Garfield Ordinances; amending this Ordinance will consist of the following steps:

- Township Board introduction and scheduling a public hearing for the next Township Board meeting
- Township Board public hearing and action / resolution on proposed amendment

ACTION REQUESTED:

The purpose of bringing this item before the Township Board is to discuss the proposed amendment at their October 27, 2020 Meeting. Following discussion, if the Township Board is comfortable with the proposed amendment, then the following motion is suggested:

MOTION THAT the draft changes to Garfield Township Ordinance No. 37, as attached to this report, BE SCHEDULED for public hearing for the November 10, 2020 Township Board Regular Meeting.

Any additional information the Commissioners feel is necessary should be added to this motion.

Attachments:

1. Proposed amendments to Ordinance No. 37 – Municipal Ordinance Violations Bureau Ordinance with track changes.

THE CHARTER TOWNSHIP OF GARFIELD

ORDINANCE NO. 37

**GARFIELD CHARTER TOWNSHIP MUNICIPAL ORDINANCE
VIOLATIONS BUREAU ORDINANCE**

An Ordinance adopted pursuant to 1994 Public Act No. 12 to establish a Municipal Ordinance Violations Bureau for the purpose of accepting admissions of responsibility for ordinance violations designated as municipal civil infractions for which municipal ordinance violation notice have been issued and served by duly authorized Township officials; to collect and retain civil fines/costs for such violations as prescribed herein; and to repeal all conflicting ordinances or parts of ordinances.

**THE CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

ORDAINS:

SECTION 1

TITLE

This ordinance shall be known and cited as the Garfield Charter Township Municipal Ordinance Violations Bureau Ordinance.

SECTION 2

**ESTABLISHMENT, LOCATION AND PERSONNEL OF
MUNICIPAL ORDINANCE VIOLATIONS BUREAU**

- A. **Establishment.** The Garfield Charter Township Municipal Ordinance Violations Bureau (hereafter "Bureau") is hereby established pursuant to 1994 Public Act 12 (MCL 600.8396), as it may be amended from time to time, for the purpose of accepting admissions of responsibility for ordinance violations designated as municipal provided by law. A municipal civil infraction and to collect and retain civil fines/costs for such violations as prescribed herein.
- B. **Location.** The Bureau shall be located within the Township Offices or such other locations within the Township as may be designated by the Township Board.
- C. **Personnel.** All personnel of the Bureau shall be Township employees. The Township Board may, by resolution, designate a Bureau Clerk with the duties prescribed herein and as otherwise may be designated by the Township Board.

SECTION 3
BUREAU AUTHORITY

The Bureau shall have authority to accept admissions of responsibility (without explanation) for municipal civil infractions for which a municipal ordinance violations notice (as compared to a citation) has been issued and served, and to collect and retain the scheduled civil fines/costs for such violations specified pursuant to this Ordinance or other applicable ordinance(s). The Bureau shall not accept payment of fines/costs from any person who denies having committed the alleged violations or who admits responsibility only with explanation. The Bureau shall not determine or attempt to determine the truth or falsity of any fact or matter relating to an alleged ordinance violations.

SECTION 4
ORDINANCE VIOLATION NOTICE OF REQUIREMENTS
ADMISSION/DENIAL OF RESPONSIBILITY

- A. **Ordinance Violation Notice Requirements.** A municipal civil infraction violation notice shall be issued and served by duly authorized Township officials as provided by law. A municipal civil infraction violation notice shall include, at a minimum, all of the following:
1. A description of the violation, including reference to applicable Township ordinance section,
 2. The time within which the person must contact the Bureau for purposes of admitting or denying responsibility for the violation,
 3. The amount of the scheduled fines/costs for the violation,
 4. The methods by which the violation may be admitted or denied,
 5. The consequences of failing to pay the required fines/costs or contact the Bureau within the required time,
 6. The address and telephone number of the Bureau, and
 7. The days and hours the Bureau is open.
- B. **Denial of Responsibility.** Where a person fails to admit responsibility (without explanation) violation within the jurisdiction of the Bureau and pay the required civil fines/costs within the designated time period, the Bureau Clerk or other designated Township employee(s) shall advise the complainant to issue and file a municipal civil infraction citation for such violation with the court having jurisdiction of the matter. The citation filed with the court shall consist of a sworn complaint containing, at a minimum, the allegations stated in the municipal civil infraction violation notice and shall fairly inform the alleged violator how to respond to the citation. A copy of the citation may be

served by first class mail upon the alleged violator at the alleged violator's last known address. The citation shall thereafter be processed in the manner required by law.

SECTION 5

SCHEDULE OF CIVIL FINES/COSTS

Unless a different schedule of fines is provided for by an applicable ordinance or resolution, the civil fines payable ~~to the Bureau upon admissions of responsibility~~ by persons served with municipal ordinance violations notices or civil infraction citations shall be determined pursuant to the following schedule:

1 st violation within 3-year period*	\$50 <u>125</u> .00
2 nd violation within 3-year period*	125 <u>250</u> .00
3 rd violation within 3-year period*	240 <u>500</u> .00
4 th or subsequent violation within 3-year period*	400 <u>1,000</u> .00

* determined ~~on the basis of~~ based on the date of violation(s)

In addition to the above-prescribed civil fines, costs in the amount of \$10.00 shall be assessed by the Bureau if the fine and costs are paid within 10 days of the date of service of the municipal ordinance violation notice. ~~In the event that~~ If the fine and costs are not paid within 10 days of the date of service of the municipal ordinance violation notice, costs of \$20.00 shall be assessed by the Bureau. Additional fines and costs may be assessed by the courts having jurisdiction for municipal ordinance civil infraction citations in addition to the above-prescribed civil fines.

SECTION 6

RECORDS AND ACCOUNTING

The Bureau Clerk or other designated Township official/employee shall retain a copy of all municipal ordinance violation notices, and shall account to the Township Board once a month or at such other intervals as the Township Board may require concerning the number of admissions and denials of responsibility for ordinance violations within the jurisdiction of the Bureau and the amount of fines/costs collected with respect to such violations. The civil fines/costs collected shall be delivered to the Township Treasurer at such intervals as the Treasurer shall require, and shall be deposited in the general fund of the Township.

SECTION 7

AVAILABILITY OF OTHER ENFORCEMENT REMEDIES

Nothing in the Ordinance shall be deemed to require the Township to initiate its municipal civil infraction ordinance enforcement activity through the issuance of an ordinance violation notice. As to each ordinance violation designated as a municipal civil infraction the Township may, at its discretion, proceed directly with the issuance of a municipal civil infraction citation or take such other enforcement action as is authorized by law.

SECTION 8
SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable and if any part is declared invalid for any reason by a court of competent jurisdiction, it shall not affect the remainder of the Ordinance which shall continue in full force and effect.

SECTION 9
REPEAL

All ordinances or parts of ordinances in conflict with the Ordinance are hereby repealed.

SECTION 10
EFFECTIVE DATE

This Ordinance shall take effect thirty (30) days after publication as required by law following adoption by the Township Board. Effective Date: ~~June 1, 1997.~~

~~LEE F. WILSON~~ CHUCK KORN, Supervisor
~~KAY JACOBS~~ LANIE MCMANUS, Clerk
Garfield Township Board
3848 Veterans Drive
Traverse City, MI 49684



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Proposed Ordinance No. 75, entitled "DAS/Small Cell Wireless Facilities Ordinance"

Date: Wednesday, October 21, 2020

BACKGROUND:

Staff has prepared Charter Township of Garfield Ordinance No. 75 – DAS/Small Cell Wireless Facilities Ordinance in response to Michigan Public Act 365 of 2018, entitled the "Small Wireless Communications Facilities Deployment Act"; this Public Act imposes strict limits on local regulation of small cell wireless communication facilities while granting limited local review and approval standards. Staff recommends adoption of the DAS/Small Cell Wireless Facilities Ordinance to ensure compliance with Michigan Public Act 365 of 2018 for proper review and approval of small cell wireless facilities to be in Township public rights-of-way. The full Ordinance is included as an attachment to this report.

ORDINANCE PROVISIONS/OUTLINE:

The proposed DAS/Small Cell Wireless Facilities Ordinance (Ordinance No. 75) includes the following Sections with brief description provided:

Section 1. Definitions.

Section 2. License Agreement. *[States that a license is required from the Township prior to the installation of a DAS/Small Cell/Wireless Network Facility].*

Section 3. METRO Act Permit. *[States that a Metro Act permit from the Township is also required for underground portions of Small Cell Wireless Network Facilities located in public rights-of-way].*

Section 4. Design Parameters. *[Gives an outline of design, location, and staking requirements].*

Section 5. Provider and Township responsibilities, application information, shot clocks; tolling; deemed appropriate; basis for denial; resubmittal; batch applications; application fees; micro wireless facility exemption; alternate siting; decommissioning sites. *[As indicated in the Section title, this addresses many aspects of the permit application process and includes review timelines, application procedures, fees, siting guidelines, and decommissioning of discontinued sites].*

Section 6. Compliance with Applicable Law. *[States that facilities covered under this Ordinance must also comply with State and Federal Laws.]*

Section 7. Effective Date.

PROCESS TIMELINE:

The DAS/Small Cell/Wireless Networks in Public Right-of-Way Ordinance would become Ordinance No. 75 in the Charter Township of Garfield Ordinances; adopting this Ordinance will consist of the following steps:

- Township Board introduction and scheduling a public hearing for the next Township Board meeting
- Township Board public hearing and action / resolution on Ordinance adoption.

ACTION REQUESTED:

The purpose of bringing this item before the Township Board is to discuss the proposed Ordinance at their October 27, 2020 Meeting. Following discussion, if the Township Board is comfortable with the proposed Ordinance, then the following motion is suggested:

MOTION THAT Garfield Township Ordinance No. 75, as attached to this report, BE SCHEDULED for public hearing for the November 10, 2020 Township Board Regular Meeting.

Any additional information the Commissioners feel is necessary should be added to this motion.

Attachments:

1. Proposed Ordinance No. 75.

**Charter Township of Garfield
Grand Traverse County, Michigan
DAS/SMALL CELL WIRELESS FACILITIES ORDINANCE
Ordinance No. 75**

**AN ORDINANCE REGULATING THE USE OF PUBLIC RIGHT-OF-WAY IN
GARFIELD TOWNSHIP FOR DAS/SMALL CELL/WIRELESS NETWORK
FACILITIES**

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Definitions. For purposes of this section, the following terms and phrases shall be defined as follows:

“Act” means the Small Wireless Facilities Act, 2018 PA 365, MCL 460.1301, et seq., as the same may be amended from time to time.

“Antenna” means communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.

“Applicant” means a wireless provider or wireless infrastructure provider that submits an application described in this article.

“Collocate” or “collocation” means to install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole. “Collocation” has a corresponding meaning.

“DAS/Small Cell/Wireless Network” shall mean any distributed antennae system or small cell communication or data wireless network.

“DAS/Small Cell/Wireless Facilities” or “DAS/Small Cell/Wireless Network Facilities” means a wireless facility that meets both of the following requirements:

- 1) Each antenna is not more than six cubic feet in volume.
- 2) All other wireless equipment associated with the facility is cumulatively not more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

“Fee” means an authority one-time per small cell site charge for application processing.

“Rate” means an authority annual charge per site.

“Historic district” means an officially designated historic district.

“Make-ready work” means work necessary to enable an authority pole or utility pole to support collocation, which may include modification or replacement of utility poles or modification of lines.

“Micro wireless facility” means a small cell wireless facility that is not more than 24 inches in length, 15 inches in width, and 12 inches in height and that does not have an exterior antenna more than 11 inches in length.

“Ordinance” means this small cell wireless communications facilities deployment ordinance.

“Public right-of-way” or “ROW” means the area on, below, or above a public roadway, highway, street, alley, bridge, sidewalk, or utility easement dedicated for compatible uses. Public right-of-way does not include any of the following:

- 1) A private right-of-way.
- 2) A limited access highway.
- 3) Land owned or controlled by a railroad as defined in section 109 of the Railroad Code of 1993, 1993 PA 354, MCL 462.109.

“Public Utility” means a person, firm, corporation, municipal department or board which is authorized to furnish to the public electricity, natural gas, telephone, cable television, Internet, water, sewage disposal, or storm water disposal services and which has been granted a franchise by the Charter Township of Garfield.

“Utility pole” means a pole or similar structure that is or may be used to support small cell wireless facilities. Utility pole does not include a sign pole less than 15 feet in height above ground.

“Wireless facility” means wireless equipment, including, radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless facility does not include coaxial or fiber-optic cable between utility poles or wireless support structures.

“Wireless provider” is a regulated provider of telecommunications services and a "wireless infrastructure provider" is an installer of wireless equipment at small cell sites and, both terms are interchangeable terms for purposes of this article.

“Wireless services” means any services, provided using licensed or unlicensed spectrum, including the use of Wi-Fi, whether at a fixed location or mobile.

“Wireless support structure” means a freestanding structure designed to support or capable of supporting small cell wireless facilities. Wireless support structure does not include a utility pole.

“Wireline backhaul facility” means a facility used to transport services by wire or fiber-optic cable from a wireless facility to a network.

“Township” means the Charter Township of Garfield.

Section 2. License Agreement. No person shall install or operate, in whole or in part, DAS/Small Cell/Wireless Facilities or DAS/Small Cell/Wireless Network Facilities in a public right-of-way or other public place without first applying for and receiving a DAS/Small Cell/Wireless license from the Township in a form and subject to such terms and conditions as is acceptable to the Township. Nothing herein shall be interpreted to require the Township to issue such a license and the Township reserves to itself discretion to grant, deny or modify a request for such a license as it determines to be in the best interest of the Township and its citizens.

Section 3. METRO Act Permit. No Person shall install or operate “telecommunications facilities,” as defined in the Metropolitan Extension Telecommunications Rights-Of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended (the “Act”) without first obtaining a permit under the Act from the Township, including any part of a DAS/Small Cell/Wireless System constituting telecommunication facilities.

Section 4. Design Parameters. Where permitted by the Township, the following minimal design parameters shall apply to DAS/Small Cells/Wireless Network Facilities in public rights-of-way:

- A. The required map(s) for proposed DAS/Small Cell/Wireless Facilities shall be legible, to scale, labeled with streets, and contain sufficient detail to clearly identify the proposed DAS/Small Cells/Wireless Network Facilities’ locations and surroundings. Where applicable, the required map or list shall include and identify any requested pole heights(s).
- B. The maximum height of a pole or other supporting structure installed to accommodate a DAS/Small Cells/Wireless Network shall be 40 feet.
- C. Unless otherwise permitted in Section 4.F, DAS/Small Cells/Wireless Facilities shall be located no closer than 18 inches from an existing sidewalk/face of curb or 18 inches from a proposed future sidewalk/face of curb location.
- D. Unless otherwise permitted in Section 4.F., DAS/Small Cells/Wireless Facilities shall be located no closer than 10 feet from any driveway.
- E. In residential areas, DAS/Small Cells/Wireless Facilities shall be in line with a side lot line whenever possible and not in front of a house.
- F. The licensee shall field-stake all proposed locations DAS/Small Cells/Wireless Facilities which shall be subject to the approval of the Township, Grand Traverse County Road Commission and/or the Michigan Department of Transportation as applicable. All approved DAS/Small Cells/Wireless Facilities’ locations shall be on a per pole/equipment/other basis. Such approvals shall be memorialized by the Township and licensee.

- G. Once precise locations have been approved in accordance with Section 4.F, the licensee shall provide latitude and longitude coordinates for the DAS/Small Cells/Wireless Facilities' locations to the Township's Zoning Department.
- H. The licensee shall be responsible to obtain such other permits and approvals as required by law.

Section 5. Provider and Township responsibilities; application information; shot clocks; tolling; deemed appropriate; basis for denial; resubmittal; batch applications; application fees; micro wireless facility exemption; alternate siting decommissioning sites.

- A. This section applies to activities of a wireless provider within the public right-of-way
- B. Except as otherwise provided in Section 5.B(5) below, the provider/applicant shall seek an Township right-of-way access permit to collocate a small cell wireless facility or install, modify, or replace a utility pole on which a small cell wireless facility will be collocated as required of all ROW users. The processing of an application for such a permit is subject to all the following:
 - (1) In-kind contributions to the Township are not permitted in lieu of rates and fees described above unless all parties voluntarily agree in furtherance of the interests of both.
 - (2) The provider shall provide all the information and documentation required by the Township to enable the Township to make an informed decision regarding its criteria for authorizing ROW access including the following:
 - (a) A certificate of compliance with FCC rules related to radio frequency emissions from a small cell wireless facility.
 - (b) Proof of notification to every other affected public utility and all necessary permits, permit applications, or easements to ensure all necessary permissions for the proposed activity are obtained.
 - (c) An attestation that the DAS/Small Cell/Wireless Network Facilities will be operational for use by a wireless services provider within one year after the permit issuance date. Failure to abide by this term shall result in termination of any permit issued in reliance on such attestation.
 - (3) Within 25 days after receiving an initial application, the Township shall notify the applicant in writing whether the application is complete. If incomplete, the notice will delineate all missing documents or information. The notice tolls the running of the time for approving or denying an application under Section 5.B(8).
 - (4) If the applicant makes a supplemental submission in response to the Township's notice of incompleteness, the Township will so notify the applicant in writing within ten days, delineating the previously requested and missing documents or

information. The period for approval or denial is tolled in the case of second or subsequent notices under the procedures identified in Section 5.D.

- (5) The Township shall approve or deny the application and notify the applicant in writing within the following period after the application is received:
 - (a) Collocation shot clock. For an application for the collocation of DAS/Small Cell/Wireless Network Facilities on a utility pole, 60 days, subject to the following adjustments:
 - i. Add 15 days if an application from another wireless provider was received within one week of the application in question.
 - ii. Add 15 days if, a timely extension is requested.
 - (b) New or replacement 40 foot pole and limited equipment. For an application for a new or replacement utility pole that meets the height requirements of Section 4.B and associated small cell facility, 90 days, subject to the following adjustments:
 - i. Add 15 days if an application from another wireless provider was received within one week of the application in question.
 - ii. Add 15 days if, a timely extension is requested.
 - iii. *Deemed approved.* A completed application is considered to be approved if not timely acted upon by the Township and, if the Township receives a notice not less than seven days before, the applicant may proceed with the work pursuant to this automatic approval.
- (6) Basis for denial. The Township may deny a completed application for a proposed collocation of a small cell wireless facility or installation, modification, or replacement of a utility pole that meets the height requirements in Section 4.B if the proposed activity would do any of the following:
 - (a) Materially interfere with the safe operation of traffic control equipment.
 - (b) Materially interfere with sight lines or clear zones for transportation or pedestrians.
 - (c) Materially interfere with compliance with the Americans with Disabilities Ordinance of 1990, Public Law 101-336, or similar federal, state, or local standards regarding pedestrian access or movement.
 - (d) Materially interfere with maintenance or full unobstructed use of infrastructure under the jurisdiction of a public utility.

- (e) With respect to drainage infrastructure under the jurisdiction of a public utility, either of the following:
 - i. Materially interfere with maintenance or full unobstructed use of the drainage infrastructure as it was originally designed.
 - ii. Not be located a reasonable distance from the drainage infrastructure to ensure maintenance under the Drain Code of 1956, 1956 PA 40, MCL 280.1 to 280.630, and access to the drainage infrastructure.
 - (f) Fail to comply with reasonable, nondiscriminatory, written spacing requirements of general applicability adopted by ordinance or otherwise that apply to the location of ground-mounted equipment and new utility poles and that do not prevent a wireless provider from serving any location.
 - (g) Fail to comply with all other applicable codes.
 - (h) Fail to comply with section Sections 5.G or 5.H.
 - (i) Fail to meet reasonable, objective, written stealth or concealment criteria for DAS/Small Cell/Wireless Network Facilities applicable in a historic district or other designated area, as specified in an ordinance or otherwise and nondiscriminatory applied to all other occupants of the ROW, including electric utilities, incumbent or competitive local exchange carriers, fiber providers, cable television operators, and the Township.
- (7) Reasons for denial; resubmission and 30-day shot clock. If the completed application is denied, the notice shall explain the reasons for the denial and, if applicable, cite the specific provisions of applicable codes on which the denial is based. The applicant may cure the deficiencies identified by the Township and resubmit the application within 30 days after the denial without paying an additional application fee. The Township shall approve or deny the revised application within 30 days. The Township shall limit its review of the revised application to the deficiencies cited in the denial.
- (8) Batch applications. An applicant may file an application and receive a single permit for the collocation of up to 20 substantially similar small cell wireless installations. The Township may approve or deny one or more DAS/Small Cell/Wireless Network Facilities included in such consolidated application.
- (9) Approval of an application authorizes the wireless provider to undertake the installation, collocation, and maintenance of such facilities.
- (10) The Township will not institute a moratorium on filing, receiving, or processing applications or issuing permits for the collocation of DAS/Small Cell/Wireless Network Facilities or the installation, modification, or replacement of utility poles on which DAS/Small Cell/Wireless Network Facilities will be collocated.

- (11) The Township and an applicant may extend a period under this subsection by mutual agreement.
- C. Application fees for a permit under Section 5.B shall not exceed the following:
- (1) \$200.00 for each small cell wireless facility alone.
 - (2) \$300.00 for each small cell wireless facility and a new utility pole to which it will be attached.
 - (3) The rates set forth above shall automatically increase by ten percent on March 12, 2024 and by ten percent every five years thereafter (rounded to the nearest dollar) without further amendment of this article. Notwithstanding the foregoing, if the Act or any other law allows the Township to charge more, then it may do so to the fullest extent permitted.
- D. The Township may revoke a permit, upon 30 days' notice and an opportunity to cure, if the permitted DAS/Small Cell/Wireless Network Facilities and any associated utility pole fail to meet the requirements of this article.
- E. Micro wireless facility exempt. The Township shall not require a permit or any other approval or require fees or rates for ordinance compliant replacement, maintenance or operation of a small cell wireless facility or ordinance compliant installation, replacement, maintenance or operation of a micro wireless facility that is suspended on cables strung between utility poles or wireless support structures in compliance with applicable codes.
- F. Alternate siting. Upon receipt of an application to place a new utility pole, the Township may propose and the applicant shall use an alternate location within the ROW or on property or structures owned or controlled by the Township or other public utility provider within 75 feet of the applicant's proposed location if reasonably achievable.
- G. Decommissioning sites. A wireless provider shall notify the Township in writing before discontinuing use of a small cell wireless facility, utility pole, or wireless support structure. The notice shall specify when and how the wireless provider intends to remove the small cell wireless facility, utility pole, or wireless support structure. The wireless provider shall return the property to its pre-installation condition. If the wireless provider does not complete the removal within 45 days after the discontinuance of use, the Township may complete the removal and assess the costs of removal against the wireless provider. A permit under this section for a small cell wireless facility expires upon removal of the small cell wireless facility.
- H. A provider shall obtain a permit for any work that will affect traffic patterns or obstruct vehicular or pedestrian traffic in the ROW.
- I. Notices. Wireless provider shall provide advance written notice of at least 14 days to the Township and the owners of property along the ROW as follows:
- (1) For installations:

- (a) The dates when installations will be starting and concluding;
 - (b) What work will be involved in the installation; and
 - (c) Whether traffic or pedestrian travel will be impacted.
- (2) For activation of wireless facilities, the date when activation of the wireless facility will occur.
- (3) For decommissioning sites:
 - (a) The dates when decommissioning will occur;
 - (b) What facilities and/or other equipment or poles will be removed;
 - (c) What work will be involved in the decommissioning;
 - (d) Whether traffic or pedestrian travel will be impacted; and
 - (e) What restoration work is required and the timeframe for doing so.

Section 6. Compliance with Applicable Law. The Township, in reviewing and authorizing a permit under the Act and/or a license referred to in this section, and the licensee, in the establishment and operation of any DAS/Small Cell/Wireless Network Facilities, shall comply with all applicable federal and state laws.

Section 7. Effective Date. This Ordinance will become effective 30 days following its publication in a newspaper in general circulation within the Township as provided by law.

At a regular meeting held on _____, a motion was offered by _____, with support from _____, to approve the foregoing Ordinance No. 75. The motion carried _____ as follows in a roll call vote.

Upon roll call vote, the following voted:

YES:

NO:

ABSENT:

ORDINANCE NO. 75 ADOPTED.

Chuck Korn, Supervisor

Lanie McManus, Clerk

I, Lanie McManus, the Clerk of Charter Township of Garfield, affirm that the foregoing is a true and accurate copy of an ordinance adopted by Garfield Township Board at a regular meeting held on _____, noticed and held in accordance with Michigan law.

Dated:

Lanie McManus, Clerk

Introduced: October 27, 2020

Adopted:

Published:

Effective:

BACKGROUND:

Upon receiving the snow removal bids, the lowest, responsible bid is listed **first** for each area to be plowed or blown. With the extra use last year, we added the small Southwest Lot of Silver Lake Recreation Area to be blown. **Svec** was the lowest, responsible bid for the Township Office, while **Landgreen** was the lowest, responsible bid for the SLRA's walking path, southwest lot, main drive, and the Barnes & Buffalo Ridge's Trails.

Silver Lake Recreation Area Parking Lot Plowing

	Snow Plow 4''-8''	Snow Plow 8''+	Salt & Sand Lot
Landgreen	\$100	\$180	\$100
Alpers	\$116	\$116	\$97
Molon	\$180	\$265	\$75
Double R	\$138	\$288	\$185
Elmers	\$185	\$370	\$175

Silver Lake Recreation Area Paved Walking Path-Snow Blowing

	Snow Blowing 4''-8''	Snow Blowing 8''+
Landgreen	\$90	\$160
Double R	\$182	\$265
Molon	\$160	\$225
Elmers	\$350	\$550

Silver Lake Recreation Area Snow Blowing Southwest Lot

	Snow Blowing 4''-8''	Snow Blowing 8''+
Landgreen	\$25	\$45
Double R	\$48	\$82
Molon	\$160	\$225
Elmers	\$175	\$225

Garfield Township Office Lot

	Snow Plowing 2''-8''	Snow Plowing 8''+	Salt & Sand Lot
Svec	\$75	\$100 (6''+)	\$60
Molon	\$237	\$360	\$150
Elmers	\$195	\$390	\$175

Barnes Trail Blowing

	Snow Blowing 2''- 8''	Snow Blowing 8''+
Landgreen	\$120	\$200
Double R	\$188	\$268
Elmers	\$350	\$550
Molon	\$202	\$337

Buffalo Ridge Trail Blowing

	Snow Blowing 2''- 8''	Snow Blowing 8''+
Landgreen	\$100	\$180
Double R	\$188	\$250
Elmers	\$350	\$700

ACTION REQUESTED:

Following discussion, the following motion is suggested:

MOTION TO ACCEPT:

Svec's bid for snow plowing the Township Office Parking Lot for the 2020-2021, and 2021-2022 winter seasons, with the option for a third year.

Landgreen's bid for snow blowing & plowing the Silver Lake Recreation Area Walking Path, SLRA Southwest Lot, Main Drive, & Barnes & Buffalo Ridge Trails for the 2020-2021, and 2021-2022 winter seasons, with the option for a third year.

DIV: 007015153-0001

Rate Effective: 01/01/2021

Managing 01_Grotenhuis
 Agent: JOHN P SCHMITZ

Endorsed by: Not Applicable
 Agency: BURNHAM & FLOWER AGENCY

Current Premium¹

Total Billable Members ²	50
Total Medical & Pharmacy Premium ³	\$21,501.2
Total Dental Premium	
Total Vision Premium	\$197.19
Total Current Monthly Premium	\$21,698.48

Total Annual Premium	\$260,381.76
-----------------------------	---------------------

Renewal Premium¹

Total Billable Members ²	50
Total Medical & Pharmacy Premium ³	\$22,242.2
Total Dental Premium	
Total Vision Premium	\$183.57
Total Renewal Monthly Premium	\$22,425.77

Total Annual Premium	\$269,109.24
-----------------------------	---------------------

\$266,906

Projected Change in Monthly Premium	3.35%
--	--------------

Components of Rate Change⁴

Components of Rate Change	Medical ³ & Pharmacy	Dental	Vision
Index to Current Rate	1.17%	-	-9.40%
Value of Product Differences ⁵	0.03%	-	1.46%
Area	-0.42%	-	0.00%
Age	2.66%	-	1.36%
Age Factor Changes	0.00%	-	0.00%
Dependent Cap	0.00%	-	0.00%
Total Rate Change	3.46%	-	-6.83%

¹ Premiums are based on enrollment at the time of renewal development.

² Count based on snapshot as of 10/05/2020.

³ Medical includes Pediatric Vision.

⁴ The figures reflect commercial plans only.

⁵ Percent changes due to members aging out of pediatric dental and/or members aging into adult vision plans are accounted for in the Value of Product Differences.

Reference number: 68801581

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.



Plan Group Comparison - 1/1/21 - 12/31/21
This is a brief, illustrative summary of the benefits and rates. This is not intended to be a complete comparison of contract provisions. Refer to the contract certificate for exact benefit details. While every effort has been made to ensure the accuracy of the rates, final rates are subject to change and are based on final enrollment and underwriting approval.
* = Additional details available

Medical Plan Group

Medical Plan Design

Current

\$ 348,015⁴⁸

Proposed Renewal

\$ 356,906⁴⁰ +2.6%

Proposed

Simply Blue PPO HSA \$2000
\$ 357,893¹⁶ +2.8%

Proposed

Simply Blue HSA \$2800
\$ 340,212¹⁸ -2.2%

BlueCross BlueShield of Michigan
Simply Blue HSA PPO Gold \$1500 (PPO)

	Single	Family
Deductible	\$ 1,500	\$ 3,000
Employee Coinsurance	20 %	20 %
Out-of-Pocket Max	\$ 3,000	\$ 6,000
Employer Funding	\$ -	\$ 6,000
Net Out-of-Pocket Max	\$ 0	\$ 0
Employee Annual Premium	\$ + 0	\$ + 0
Employee Max Annual Cost	\$ 0	\$ 0

Medical Copays

Primary Care	\$ -- 20% after deductible
Specialty Care	\$ -- 20% after deductible
Urgent Care	\$ -- 20% after deductible
Emergency	\$ -- 20% after deductible
Out-Patient Hospital	\$ -- 20% after deductible
In-Patient Hospital	\$ -- 20% after deductible
Rx	
Tiers	
Integrated with Medical	\$10 ¹ , \$40 ¹ , \$80 ¹ , 15%, 25%, 20%

Copay

Primary Care	\$ -- 20% after deductible
Specialty Care	\$ -- 20% after deductible
Urgent Care	\$ -- 20% after deductible
Emergency	\$ -- 20% after deductible
Out-Patient Hospital	\$ -- 20% after deductible
In-Patient Hospital	\$ -- 20% after deductible
Rx	
Tiers	
Integrated with Medical	\$20 ¹ , \$60 ¹ , 50%, 20%, 20%

Copay

Primary Care	\$ 0 \$0 after deductible
Specialty Care	\$ 0 \$0 after deductible
Urgent Care	\$ 0 \$0 after deductible
Emergency	\$ 0 \$0 after deductible
Out-Patient Hospital	\$ 0 \$0 after deductible
In-Patient Hospital	\$ 0 \$0 after deductible
Rx	
Tiers	
Integrated with Medical	\$20 ¹ , \$60 ¹ , 50%, 20%, 20%

Copay

Primary Care	\$ 0 \$0 after deductible
Specialty Care	\$ 0 \$0 after deductible
Urgent Care	\$ 0 \$0 after deductible
Emergency	\$ 0 \$0 after deductible
Out-Patient Hospital	\$ 0 \$0 after deductible
In-Patient Hospital	\$ 0 \$0 after deductible
Rx	
Tiers	
Integrated with Medical	\$15 ¹ , \$50 ¹ , 50%, 20%, 20%

	16	Prem	ER	EE
Enrollment	2	\$ 597 ⁹⁶	100 %	\$ 0 ⁰⁰
Employee Only	4	\$ 1,524 ⁴⁴	100 %	\$ 0 ⁰⁰
Employee + Spouse	1	\$ 901 ⁴⁷	100 %	\$ 0 ⁰⁰
Employee + 1 CH	9	\$ 1,478 ⁴⁶	100 %	\$ 0 ⁰⁰
Family				
Annual Insurance Premium		\$ 258,015 ⁴⁸		
Employer Premium Contribution		\$ 258,015 ⁴⁸		
Budgeted HRA + HSA		\$ + 0 ⁰⁰ + 90,000 ⁰⁰		
Employer Annual Cost		\$ 348,015 ⁴⁸		

	16	Prem	ER	EE
Enrollment	2	\$ 606 ¹²	100 %	\$ 0 ⁰⁰
Employee Only	4	\$ 1,573 ⁹²	100 %	\$ 0 ⁰⁰
Employee + Spouse	1	\$ 936 ⁰⁵	100 %	\$ 0 ⁰⁰
Employee + 1 CH	9	\$ 1,533 ¹⁴	100 %	\$ 0 ⁰⁰
Family				
Annual Insurance Premium		\$ 266,906 ⁴⁰ ▲		
Employer Premium Contribution		\$ 266,906 ⁴⁰		
Budgeted HRA + HSA		\$ + 0 ⁰⁰ + 90,000 ⁰⁰		
Employer Annual Cost		\$ 356,906 ⁴⁰ ▲		

	16	Prem	ER	EE
Enrollment	2	\$ 608 ⁴⁴	100 %	\$ 0 ⁰⁰
Employee Only	4	\$ 1,579 ¹⁹	100 %	\$ 0 ⁰⁰
Employee + Spouse	1	\$ 939 ⁶⁴	100 %	\$ 0 ⁰⁰
Employee + 1 CH	9	\$ 1,539 ⁰¹	100 %	\$ 0 ⁰⁰
Family				
Annual Insurance Premium		\$ 267,893 ¹⁶ ▲		
Employer Premium Contribution		\$ 267,893 ¹⁶		
Budgeted HRA + HSA		\$ + 0 ⁰⁰ + 90,000 ⁰⁰		
Employer Annual Cost		\$ 357,893 ¹⁶ ▲		

	16	Prem	ER	EE
Enrollment	2	\$ 566 ⁸²	100 %	\$ 0 ⁰⁰
Employee Only	4	\$ 1,484 ⁶³	100 %	\$ 0 ⁰⁰
Employee + Spouse	1	\$ 875 ³⁶	100 %	\$ 0 ⁰⁰
Employee + 1 CH	9	\$ 1,433 ⁷³	100 %	\$ 0 ⁰⁰
Family				
Annual Insurance Premium		\$ 250,212 ¹⁸ ▼		
Employer Premium Contribution		\$ 250,212 ¹⁸		
Budgeted HRA + HSA		\$ + 0 ⁰⁰ + 90,000 ⁰⁰		
Employer Annual Cost		\$ 340,212 ¹⁸ ▼		

Medical Plan Group

Medical Plan Design

Proposed	BCN HSA HMO \$15000
	\$ 311,946 ⁷² -10.4%

Proposed	BCN HSA HMO \$2000
	\$ 311,732 ⁷⁶ -10.4%

Proposed	PH POS HSA \$2000
	\$ 307,087 ⁵⁶ -11.5%

Proposed	PH POS HSA \$2300
	\$ 330,836 ¹⁶ -4.9%

BlueCross BlueShield of Michigan BCN HSA Gold \$1500/20% (Employee) BLUE CARE NETWORK (HMO)	
---	--

BlueCross BlueShield of Michigan BCN HSA Gold \$2000/40% (Employee) BLUE CARE NETWORK (HMO)	
---	--

Priority Health PriorityHSA POS 2000 PRIORITYPOS A	
--	--

Priority Health PriorityHSA POS 2300 100% PRIORITYPOS A	
---	--

	Single	Family	Single	Family	Single	Family
Deductible						
Employee Coinsurance	1,500	3,000	2,000	4,000	2,300	4,600
Out-of-Pocket Max	3,000	6,000	3,500	7,000	4,600	9,200
Employer Funding	3,000	6,000	3,000	6,000	3,000	6,000
Net Out-of-Pocket Max	0	0	500	1,000	1,600	3,200
Employee Annual Premium	0	0	0	0	0	0
Employee Max Annual Cost	0	0	500	1,000	1,600	3,200

Medical Copays

Primary Care	-- 20% after deductible
Specialty Care	-- 20% after deductible
Urgent Care	-- 20% after deductible
Emergency	-- 20% after deductible
Out-Patient Hospital	-- 20% after deductible
In-Patient Hospital	-- 20% after deductible

Rx

Tiers

Enrollment	16	Prem	ER	EE
Employee Only	2	\$ 508 ³²	100 %	\$ 0 ⁰⁰
Employee + Spouse	4	\$ 1,280 ⁵⁰	100 %	\$ 0 ⁰⁰
Employee + 1 CH	1	\$ 785 ⁰²	100 %	\$ 0 ⁰⁰
Family	9	\$ 1,285 ⁷⁷	100 %	\$ 0 ⁰⁰

Annual Insurance Premium

Employer Premium Contribution	\$ 221,946 ⁷²	\$ 221,732 ⁷⁶	\$ 217,087 ⁵⁶	\$ 240,836 ¹⁶
Budgeted HRA + HSA	+ 0 ⁰⁰ + 90,000 ⁰⁰	+ 0 ⁰⁰ + 90,000 ⁰⁰	+ 0 ⁰⁰ + 90,000 ⁰⁰	+ 0 ⁰⁰ + 90,000 ⁰⁰
Employer Annual Cost	\$ 311,946⁷²	\$ 311,732⁷⁶	\$ 307,087⁵⁶	\$ 330,836¹⁶

Copay

-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0

Integrated with Medical

\$10', \$60', \$80', 20%'

16	Prem	ER	EE
2	\$ 507 ⁸¹	100 %	\$ 0 ⁰⁰
4	\$ 1,279 ³⁵	100 %	\$ 0 ⁰⁰
1	\$ 784 ²⁴	100 %	\$ 0 ⁰⁰
9	\$ 1,284 ⁴⁹	100 %	\$ 0 ⁰⁰

Copay

-- 30% after deductible	\$ -- 30% after deductible
-- 30% after deductible	\$ -- 30% after deductible
-- 30% after deductible	\$ -- 30% after deductible
-- 30% after deductible	\$ -- 30% after deductible
-- 30% after deductible	\$ -- 30% after deductible
-- 30% after deductible	\$ -- 30% after deductible

Integrated with Medical

\$5', \$25', \$60', \$80', 20%'

16	Prem	ER	EE
2	\$ 491 ¹⁷	100 %	\$ 0 ⁰⁰
4	\$ 1,292 ⁰⁹	100 %	\$ 0 ⁰⁰
1	\$ 758 ⁵³	100 %	\$ 0 ⁰⁰
9	\$ 1,242 ³⁸	100 %	\$ 0 ⁰⁰

Copay

-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0
-- 0 \$0 after deductible	\$ 0

Integrated with Medical

\$5', \$30', \$70', \$90', 20%'

16	Prem	ER	EE
2	\$ 544 ⁹⁰	100 %	\$ 0 ⁰⁰
4	\$ 1,433 ⁴³	100 %	\$ 0 ⁰⁰
1	\$ 841 ⁵¹	100 %	\$ 0 ⁰⁰
9	\$ 1,378 ²⁸	100 %	\$ 0 ⁰⁰



**It's renewal
time!**

**Guardian is
here to help.**

**RENEWAL INFORMATION FOR
CHARTER TOWNSHIP OF GARFIELD
GROUP PLAN # 00367813**

**RENEWAL PERIOD
March 1, 2020 - February 28, 2021**

00000000-000436-005-002-00000000-00



guardiananytime.com
The Guardian Life Insurance Company of America, New York, NY.