

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, December 13, 2022 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 - November 15, 2022 Regular Board Meeting
November 29, 2022 Special Board Meeting
(Recommend Approval)

b. Bills -

(i) General Fund
(Recommend Approval)

\$457,930.23

(ii) Gourdie-Fraser	
Developer's Escrow Fund – Storm Water Reviews	\$11,015.00
Utility Plan Review, Oversight & Closeout	
<u>General Utilities</u>	<u>3,095.00</u>
Total	\$14,110.00
(Recommend Approval)	

- c. Consideration of Resolution 2022-29-T – a resolution for Adoption of Poverty/Hardship Exemption Policy (Recommend Approval)
- d. Consideration of proposed new road name of Lunatic Ln (Recommend Approval)
- e. Consideration of setting a public hearing on the Five-Year Parks and Recreation Master Plan on January 10, 2023 (Recommend Approval)
- f. Consideration of Contractor's Application for Payment No. 9 to Grand Traverse Construction for Township roof (Recommend Approval)
- g. Consideration of Garfield Township Roof Repair – close-out and turnover documents (Recommend Approval)
- h. Consideration of Resolution 2022-43-T, a budget amendment to increase Community Promotions line item in the General Fund by \$5,000 (Recommend Approval)
- i. Consideration of Resolution 2022-44-T, a budget amendment to increase Capital Outlay-Township Hall line item in the General Fund by \$10,000 (Recommend Approval)

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

5. **Correspondence**

6. **Reports**

- a. County Commissioner's Report
- b. Construction Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. MMR Report
- f. Planning Dept. Monthly Report for December
- g. Parks & Recreation Report
- h. Clerk's Report
- i. Supervisor's Report

7. **Unfinished Business**

- a. Public Hearing - Garfield Township Budgets for 2023 (General Fund, Fire Fund, Public Improvement Fund, Budget Stabilization Fund, DPW Fund, Park System Fund, Street Light Fund, and Special Assessment District Fund)

8. New Business

- a. Consideration of Letter of Recommendation for the Cedar Run water main extension
- b. Consideration of bids for lawn care services for 2023-2024 summer season
- c. Consideration of Resolution 2022-31-T 2023 General Fund Budget
- d. Consideration of Resolution 2022-32-T 2023 Fire Fund Budget
- e. Consideration of Resolution 2022-33-T 2023 Public Improvement Road Fund Budget
- f. Consideration of Resolution 2022-34-T 2023 Budget Stabilization Fund Budget
- g. Consideration of Resolution 2022-35-T 2023 DPW Fund Budget
- h. Consideration of Resolution 2022-36-T 2023 Park System Fund Budget
- i. Consideration of Resolution 2022-37-T 2023 Street Light Fund Budget
- j. Consideration of Resolution 2022-38-T 2023 Special Assessment District Fund Budget
- k. Consideration of Resolution 2022-39-T Clerk's Salary
- l. Consideration of Resolution 2022-40-T Treasurer's Salary
- m. Consideration of Resolution 2022-41-T Supervisor's Salary
- n. Consideration of Resolution 2022-42-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act
- o. Consideration of the Township's liability insurance renewal plan
- p. Consideration of 2023 Board Appointments
- q. 2023 Township Board meeting dates

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.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
November 15, 2022**

The Town Board Meeting was called to order at the Garfield Township Hall on November 15, 2022 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Chuck Korn

Staff Present: Planning Director John Sych

Schmuckal moved to elect Trustee Chris Barsheff as chair for this meeting. Duell seconded the motion.

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

1. **Public Comment (6:00)**
None

2. **Review and Approval of the Amended Agenda - Conflict of Interest (6:01)**
Schmuckal moved and Duell seconded to approve the amended agenda as presented.

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

3. **Consent Calendar (6:02)**
 - a. **Minutes**
October 11, 2022 Regular Board Meeting
October 25, 2022 Budget Meeting
(Recommend Approval)

 - b. **Bills**
 - (i) General Fund \$190,882.88
(Recommend Approval)

 - (ii) Gourdie-Fraser
Developer's Escrow Fund – Storm

Water Reviews, Utility Plan Reviews, Oversight and Closeout	\$17,833.38
<u>General Utilities</u>	<u>1,355.00</u>
Total	\$19,188.38

(Recommend Approval)

- c. **MTT Update (Receive and File)**
- d. **Consideration of request to add delinquent special assessments to the winter tax roll (Recommend Approval)**
- e. **Consideration of Resolution 2022-25-T approving financial institutions which the Township Treasurer will do business with in 2023 (Recommend Approval)**
- f. **Consideration of Contractor’s Application for Payment No. 8 to Grand Traverse Construction for Township roof (Recommend Approval)**
- g. **Consideration of Contractor’s Application for Payment 4- Final to Elmer’s for Cedar Run PRV (Recommend Approval)**
- h. **Consideration of Cedar Run PRV – Close-Out and Turnover Documents (Recommend Approval)**
- i. **Consideration of a Request from Project Feed the Kids for a Charitable Gaming License, Resolution 2022-28-T (Recommend Approval)**

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

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

4. Items Removed from the Consent Calendar (6:02)
None

5. Correspondence (6:07)

- a. Letter of Apology to the Township Clerk from Steve Duell
McManus discussed this item briefly.
- b. Correspondence regarding Stormwater Drainage, Eaglehurst Estates Subdivision

6. Reports**a. Construction Report (6:08)**

Engineer Jennifer Graham said the Cedar Run PRV project is complete. Tank inspections have been performed and nothing was found. The NW Silverlake Road sewer extension project is currently awaiting permits. ARPA applications were submitted to the county and she is working on closing out many projects. The BATA facility and South 22 permits have been issued. Board members asked questions and discussed the report.

b. Sheriff's Report (6:13)

Lt. Brinks reviewed statistics from October 2022. Fraud awareness classes have been held. He mentioned the CPO's have been working overtime in the Commons Area to fight vandalism.

c. GT Metro Fire Report (6:14)

Operations Chief Tony Posey noted that an engine was sent to Menominee for a paper factory fire with two personnel and Metro will be reimbursed. There are three new part-time candidates in fire school and metro staff is still looking into the SAFER grant from the federal government. Posey reviewed training operations that recently took place and reviewed some calls.

d. MMR Report (6:20)

Amy Fairchild from MMR reviewed calls in the month of October. She stated that two paramedics were hired and five just graduated from paramedic school. Two new trucks are finally arriving to be housed in Garfield Township.

e. Planning Department Report for November 2022 (6:24)

Planning Director John Sych provided his report in writing and highlighted the 7Brew Special Use permit and the Birmley Hills site condominium. He discussed the Commons Area open house at Kirkbride Hall and stated that the Parks and Recreation Master plan is being drafted. Commissioners asked questions and discussed the 7Brew special use permit.

f. Parks & Rec Report (6:30)

Schmuckal stated that the Parks & Rec Commission is working on the Master Plan. There was a report submitted by Derek Morton in writing.

g. Treasurer's Report (6:31)

Macomber reviewed the finances and said that a line item was added for ARPA funds and those funds needed to be expended by 2024.

h. Clerk's Report (6:33)

McManus stated that her report was submitted in writing and stated that there was a 57% voting turnout.

i. Supervisor's Report (6:36)

Korn submitted his report in writing.

7. Unfinished Business**a. Consideration of Resolution 2022-27-T, a resolution concurring with the redevelopment Brownfield Plan of the Former Kmart (6:38)**

Mac McClelland, the Brownfield representative for the Traverse City Curling Club, Inc. project, gave a short PowerPoint on the proposed project at the defunct Cherryland Center and talked about how the Brownfield plan would work. There are extraordinary costs for redevelopment which include environmental due diligence, removal of auto repair hoists, asbestos abatement and selective demolition. The Brownfield Financing Act provides for the reimbursement of these costs through the capture of increased taxes generated by additional private investment. Board members asked questions regarding the proposed Brownfield Plan. Anne Jamieson-Urena spoke regarding the Brownfield and explained how money will be distributed and how reporting the funds works. The plan needs to be adjusted because the emergency services special assessment was not figured correctly.

Agostinelli moved and Macomber to adopt Resolution 2022-27-T for concurrence of the Brownfield Redevelopment Plan for the former Kmart at the Cherryland Center and that the Emergency Services assessment be recalculated.

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

8. New Business**a. Consideration of Resolution 2022-26-T, a resolution approving financing for Fire Truck Purchase (6:56)**

Chief Posey stated that this resolution would allow for the purchase of a new fire engine for Metro Emergency services. Because of supply issues, the truck needs to be ordered now for a delivery in 32-36 months. Payments on the new fire truck would begin in April 2024 and the new payment would replace another one that will be paid off by that time.

Schmuckal moved and Duell seconded to adopt Resolution 2022-26-T, a resolution approving financing for Fire Truck Purchase.

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

b. Consideration of contracting with the Road Commission for an estimate on repaving Jefferson Avenue (6:59)

Assessor Amy DeHaan stated that over 25% of the owners on Jefferson Avenue signed a petition to ask the township for an estimate to repave the road. The township will contract with the Road Commission for an estimate.

Schmuckal moved and McManus seconded to contract with the Road Commission for an estimate on repaving Jefferson Ave.

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

9. Public Comment: (7:02)

None

10. Other Business (7:02)

The next meeting date was discussed and it was decided that the November 22nd meeting would be moved to November 29th.

Board members will pick a date to meet and finalize the 2023 budget at the November 29th meeting.

11. Adjournment

Barsheff adjourned the meeting at 7:06pm.

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

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD SPECIAL MEETING
November 29, 2022**

The Town Board Meeting was called to order at the Garfield Township Hall on November 29, 2022 at 5:30p.m.

Pledge of Allegiance

Roll Call of Board Members

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

1. Business to Come Before the Board

a. Consideration of Resolution 2022-15-T – Amended, the 2023 Budget Resolution for Grand Traverse Metro Emergency Services Authority (5:31)

Schmuckal moved and Barsheff seconded to adopt Resolution 2022-15-T – Amended, the 2023 Budget Resolution for Grand Traverse Metro Emergency Services Authority.

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

b. Consideration of Resolution 2022-30-T, Resolution of Intent to Withdraw from Grand Traverse Metro Emergency Services Authority (5:32)

Board members discussed and asked questions regarding the proposed resolution of intent to withdraw from the Grand Traverse Metro Emergency Services Authority. Board members shared concerns regarding the timeframe and making an informed decision.

Korn moved to adopt Resolution 2022-30-T, Resolution of Intent to Withdraw from Grand Traverse Metro Emergency Services Authority. Having no second, the motion failed.

Agostinelli moved to hire a consultant as soon as possible to help the township determine the best course of action for emergency services in the future and perform a needs assessment and a cost assessment for the township. Schmuckal seconded the motion.

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

c. Continuation of 2023 Budget Discussion as needed (6:20)

Board members discussed employee wages and a cost of living adjustment.

Schmuckal moved for a 7% increase in Garfield Township employee wages. Barsheff seconded the motion.

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

Nays: Agostinelli

2. Public Comment: (6:33)

Greg Bird of Heritage Way commented on the proposed Metro Resolution 2022-30-T.

Pat Parker, Metro Fire Chief, commented on the proposed Metro Resolution 2022-30-T.

3. Adjournment

Korn adjourned the meeting at 6:42pm.

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

**CHARTER TOWNSHIP OF GARFIELD
RESOLUTION 2022-25-T**

**APPROVAL OF FINANCIAL INSTITUTIONS WHICH
THE TOWNSHIP TREASURER WILL DO BUSINESS WITH IN 2023**

BE IT RESOLVED, that the Board of Trustees of the Charter Township of Garfield approves of the Township Treasurer doing business with the following financial institutions in the year 2023.

Chase
4 Front Credit Union
Fifth Third Bank
Traverse Catholic Federal Credit Union
Independent Bank
First Community Bank
TBA Credit Union
Honor State Bank
Team One Credit Union
Huntington Bank
West Shore Bank

First National Bank of America
Northwestern Consumers Credit Union
Lake Michigan Credit Union
Nicolet National Bank
First Citizens Bank
Credit Union One
PNC Bank
Michigan Class
MSU Federal Credit Union
State Savings Bank

Moved: Steve Duell

Supported: Chloe Macomber

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

Nays: None

Absent/Excused: Korn

The Chairman declared Resolution 2022-25-T duly adopted this 15th day of November, 2022.



Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Board of Trustees for the Charter Township of Garfield on the 15th day of November, 2022.

Date: 11-16-2022



Lanie McManus, Clerk
Charter Township of Garfield

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN
RESOLUTION 2022-26-T**

**RESOLUTION APPROVING FINANCING FOR
FIRE TRUCK PURCHASE**

Resolution of a meeting of the Township Board of Charter Township of Garfield, Grand Traverse County, Michigan held on the 15th day of November 2022 at six o'clock p.m.

PRESENT: Molly Agostinelli, Chris Barsheff, Steve Duell, Chloe Macomber, Lanie McManus and Denise Schmuckal

The following preamble and resolution were offered by Denise Schmuckal and supported by Steve Duell.

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988; and

WHEREAS, Article XII of Metro's Articles of Incorporation provides that a Township must approve capital expenditures requiring allocation of funds or financing for periods exceeding one year if that Township is to be responsible for financial obligations extending beyond Metro's regular annual budget; and

WHEREAS, Metro has a future need for a replacement pumper truck that due to supply chain issues will not be delivered until April/May of 2024. The vehicle will replace a 1993 Pierce pumper truck; and

WHEREAS, the Metro Board approved the purchase of a Pierce Impel Pumper from Halt Fire for \$737,880, at its October 25, 2022 Authority Board Meeting.

WHEREAS, Metro intends at a future date to apply for financing from a commercial bank institution in the amount of \$737,880; and

WHEREAS, the term of the bank financing would extend beyond Metro's regular annual budget; and

WHEREAS, this equipment purchase and associated financing furthers the Township's interest in efficient provision of fire protection services.

NOW, THEREFORE,


BE IT RESOLVED that the Township hereby commits its financial resources to this expenditure in accordance with Metro's Articles of Incorporation and, subject to final approval of appropriate loan documents by Metro.

Ayes: Schmuckal, Duell, Agostinelli, Macomber, McManus and Barsheff

Nays: None

Absent: Korn

RESOLUTION DECLARED ADOPTED.

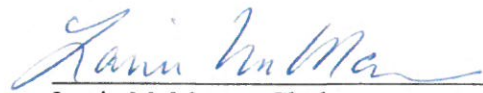


Lanie McManus, Clerk

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Charter Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan, held on November 15, 2022, at which meeting (6) six members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: 11/16/2022



Lanie McManus, Clerk
Charter Township of Garfield
Grand Traverse County, Michigan

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

RESOLUTION # 2022-27-T

**CONCURRENCE OF THE FORMER KMART
REDEVELOPMENT BROWNFIELD PLAN**

WHEREAS, The Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended, authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete and historic designated property through tax increment financing of eligible environmental and nonenvironmental activities; and

WHEREAS, The Grand Traverse County Board of Commissioners established the Grand Traverse County Brownfield Redevelopment Authority in 1997 and appointed its members; and

WHEREAS, The Grand Traverse County Brownfield Redevelopment Authority has reviewed the Brownfield Plan for the redevelopment of the former Kmart property for the Traverse City Curling Club, additional businesses in the former Kmart building and out lot development at their October 27, 2022 meeting, approved the Brownfield Plan and recommends approval by the Grand Traverse County Board of Commissioners and concurrence by the Charter Township of Garfield Board of Trustees; and

WHEREAS, Act 381 requires the concurrence of the local unit of government in which the Brownfield project is located for Brownfield Plans under County Brownfield Redevelopment Authorities, and the former Kmart Redevelopment is located in the Charter Township of Garfield; and

WHEREAS, A public hearing will be held by the Grand Traverse County Board of Commissioners on December 7, 2022 and will consider the Former Kmart Redevelopment Brownfield Plan at their regular meeting on December 7, 2022; and

NOW THEREFORE BE IT RESOLVED, that pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of 1996, as amended, being MCL 125.2651, et seq, the Charter Township of Garfield Board of Trustees hereby concurs with the Former Kmart Redevelopment Brownfield Plan in the Charter Township of Garfield.

Moved: Molly Agostinelli


Supported: Chloe Macomber

Ayes: Agostinelli, Macomber, Schmuckal, Barsheff, Duell, McManus

Nays: None

Absent and Excused: Korn

By:



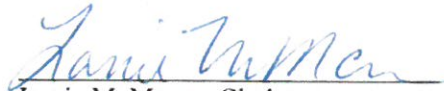
Lanie McManus, Clerk

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 #2022-27-T which was adopted by the Township Board of the Charter Township of Garfield on the 15th day of November, 2022.

Dated: 11-16-2022


Lanie McManus, Clerk
Charter Township of Garfield



State of Michigan
 Michigan Gaming Control Board
 Millionaire Party Licensing
 3062 W. Grand Blvd, Suite L-700
 Detroit, MI 48202-6062
 Phone: (313) 456-4940
 Fax: (313) 456-3405
 Email: Millionaireparty@michigan.gov
 www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(k)(ii))

At a Regular meeting of the Charter Township of Garfield Board
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Lanie McManus, Clerk on November 15, 2022
DATE

at 6:00 pm a.m./p.m. the following resolution was offered:
TIME

Moved by Steve Duell and supported by Chloe Macomber

that the request from Project Feed the Kids of Traverse City,
NAME OF ORGANIZATION CITY

county of Grand Traverse, asking that they be recognized as a nonprofit
COUNTY

organization operating in the community, for the purpose of obtaining charitable gaming licenses, be

considered for Approval
APPROVAL/DISAPPROVAL

<u>APPROVAL:</u>	Yeas: <u>6</u>	<u>DISAPPROVAL:</u>	Yeas: _____
	Nays: <u>0</u>		Nays: _____
	Absent: <u>1</u>		Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted

by the Charter Township of Garfield at a Regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on November 15, 2022
DATE

SIGNED: *Lanie McManus*
TOWNSHIP, CITY, OR VILLAGE CLERK
Lanie McManus, Charter Township of Garfield Clerk
PRINTED NAME AND TITLE
3848 Veterans Drive, Traverse City, MI 49684
ADDRESS

Organization Information: 1081 W South Airport Rd., Traverse City 49686
ORGANIZATION'S MAILING ADDRESS, STREET, CITY, ZIP

Tiffany McQueer, President (231) 941-8844
ORGANIZATION'S PRINCIPAL OFFICER NAME AND TITLE PHONE NUMBER

2023 BUDGET RESOLUTION FOR
CHARTER TOWNSHIP OF GARFIELD
COUNTY OF GRAND TRAVERSE, MICHIGAN
RESOLUTION 2022-15-T-Amended

Minutes of a regular meeting of the Board of the Charter Township of Garfield, held on the 29th day of November, 2022, at five-thirty o'clock pm.

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

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township.

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2023 Budget year with a financial contribution of \$2,802,160 for Garfield.

BE IT FURTHER RESOLVED, that the Township agrees to contribute all of this revenue to Metro by May 15, 2023.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2023 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

BE IT FURTHER RESOLVED, that this resolution supersedes Resolution 2022-15-T.

Ayes: Agostinelli, Barsheff, Duell, Korn, Macomber, McManus and Schmuckal

Nays: None

Absent and Excused: None

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution 2022-15-T-Amended of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on November 29, 2022, at which meeting seven (7) members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: 11 - 30 - 2022



Lanie McManus
Clerk, Township of Garfield
Grand Traverse County, Michigan

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/14/2022	GEN	41054	ANDY TEZAK	ELECTION MILEAGE	101-191-860.000	28.13
11/14/2022	GEN	41055	CHRISTOPHER BARSHEFF	ELECTION WAGES	101-191-701.000	243.20
11/14/2022	GEN	41056	JAMIE DOUGLASS	ELECTION WORKER	101-191-701.000	137.50
11/14/2022	GEN	41057	JESSICA BRUTZMAN	ELECTION WAGES	101-191-701.000	386.00
11/14/2022	GEN	41058	JOSHUA L WAGNER	ELECTION MILEAGE	101-191-860.000	26.88
11/14/2022	GEN	41059	KYLE MCMANUS	ELECTION MILEAGE	101-191-860.000	26.25
11/14/2022	GEN	41060	MIKE STEFFES	ELECTION WAGES	101-191-701.000	182.50
11/16/2022	GEN	41061	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,521.80
11/16/2022	GEN	41062	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
11/16/2022	GEN	41063	CONSUMERS ENERGY	100000311801	101-000-084.861	2,299.82
11/16/2022	GEN	41063		103033456148	101-448-920.005	3,795.07
						<u>6,094.89</u>
11/16/2022	GEN	41064	CREEKSIDE COMMUNITY CHURCH	ELECTION FACILITY USE	101-191-726.000	300.00
11/16/2022	GEN	41065	DTE ENERGY	910020833133	101-265-920.601	799.29
11/16/2022	GEN	41066	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
11/16/2022	GEN	41067	GFL ENVIRONMENTAL	002114258	308-000-935.000	435.01
11/16/2022	GEN	41068	GFL ENVIRONMENTAL	002114259	101-265-935.604	108.19
11/16/2022	GEN	41069	GRAND TRAVERSE CONSTRUCTION	21091 PAYMENT #8 ROOF	101-900-970.002	24,140.91
11/16/2022	GEN	41070	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	143.33
		41070		5590511	308-000-935.000	11.50
						<u>154.83</u>
11/16/2022	GEN	41071	GRAND TRAVERSE SUPPLY, LLC	TP/PAPER TOWELING	101-265-726.003	199.95
11/16/2022	GEN	41072	GRANITE TELECOMMUNICATIONS	POTS LINES	101-265-850.000	126.35
11/16/2022	GEN	41073	NORTHERN FLOOR & TILE SERVICE, INC.	BACK HALL TILE	101-265-935.605	270.00
11/16/2022	GEN	41074	O'HEARN PEST CONTROL LLC	STATION SVC	101-101-805.000	60.00
11/16/2022	GEN	41075	OTIS ELEVATOR	SVC CONTRACT	101-265-935.608	125.00
11/16/2022	GEN	41076	PARTY GIANT	JULY BOR REISSUE OF CK#040640	101-000-403.000	91.57
11/16/2022	GEN	41077	PITNEY BOWES INC	SVC AGREEMENT	101-101-726.001	15.48
11/16/2022	GEN	41078	PREMIER OUTDOORS OF TRAVERSE CITY	LOGAN MEDIANS 10.2022	101-265-935.602	641.00

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/30/2022	GEN	41096	ECT	GT COMMONS	308-000-970.000	16,073.00
11/30/2022	GEN	41097	FIFTH THIRD BANK	3637 PARK-KIRKBRIDE HALL	308-000-935.000	250.00
11/30/2022	GEN	41098	FIFTH THIRD BANK	3637 EDUCATION	101-171-960.000	20.00
11/30/2022	GEN	41099	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
11/30/2022	GEN	41100	GARFIELD CHARTER TOWNSHIP	TAXES LIGHTS SA	101-448-920.005	188.73
11/30/2022	GEN	41101	GARFIELD CHARTER TOWNSHIP	TAXES MILFOIL SA	308-000-825.000	68.40
11/30/2022	GEN	41102	GRAND TRAVERSE COUNTY	POLICE CONTRACT 10-12-2022	101-301-830.000	327,214.44
11/30/2022	GEN	41103	HOME DEPOT CREDIT SERVICES	EAR PLUGS	308-000-935.000	12.98
11/30/2022	GEN	41104	MAMC	DUES L.MCMANUS	101-215-965.000	150.00
11/30/2022	GEN	41105	MICHIGAN ASSESSORS ASSOCIATION	A DEHAAN MEMBERSHIP	101-171-965.000	285.00
11/30/2022	GEN	41106	POSTMASTER	PLANNING SURVEY	101-400-900.000	27.80
11/30/2022	GEN	41107	UNITED WAY	UNITED WAY	101-000-238.000	90.00
11/30/2022	GEN	41108	VERIZON	PHONES	101-265-850.000	262.41
11/30/2022	GEN	41109	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,390.00
12/01/2022	GEN	41110	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	298.33
		41110		ELECTRIC	101-265-920.603	1,017.25
		41110		ELECTRIC	101-448-920.005	793.14
						<u>2,108.72</u>
12/01/2022	GEN	41111	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-935.000	147.64
12/01/2022	GEN	41112	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,550.00
12/01/2022	GEN	41113	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
12/01/2022	GEN	41114	FIFTH THIRD BANK	SUPPLIES / CERTIFICATION DUES	101-253-726.000	54.65
		41114		SUPPLIES / CERTIFICATION DUES	101-253-965.000	175.00
						<u>229.65</u>
12/01/2022	GEN	41115	LAND INFORMATION ACCESS ASSOC	PEG/FRANCHISE FEES 4TH QUARTER	101-747-880.011	21,814.21
12/07/2022	GEN	41116	CONSUMERS ENERGY	100000311801	101-000-084.861	2,299.82
		41116		100000311801	101-448-920.005	1,753.15
						<u>4,052.97</u>
12/07/2022	GEN	41117	CONSUMERS ENERGY	103033456148	101-448-920.005	1,798.45
12/07/2022	GEN	41118	CONSUMERS ENERGY	100018131597	101-448-920.005	30.12

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/07/2022	GEN	41119	CONSUMERS ENERGY	103043977273	308-000-935.000	27.51
12/07/2022	GEN	41120	DTE ENERGY	910020833133	101-265-920.601	1,435.79
12/07/2022	GEN	41121	DTE ENERGY	910020833257	101-265-920.601	40.21
12/07/2022	GEN	41122	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
12/07/2022	GEN	41123	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	143.17
12/07/2022	GEN	41124	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	688.84
12/07/2022	GEN	41125	INTEGRITY BUSINESS SOLUTIONS	CABLE	101-401-726.000	73.54
12/07/2022	GEN	41126	KCI	NEWSLETTER AND TAX BILLS	101-101-900.000	1,970.69
		41126		NEWSLETTER AND TAX BILLS	101-253-726.001	(121.85)
		41126		NEWSLETTER AND TAX BILLS	101-253-900.000	1,473.83
						<u>3,322.67</u>
12/07/2022	GEN	41127	LANDGREEN LAWN CARE	PARKS SNOW REMOVAL	308-000-935.000	1,013.00
12/07/2022	GEN	41128	STAPLES	CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-101-726.000	287.56
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-171-726.000	37.55
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-191-726.000	102.05
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-215-726.000	16.61
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-253-726.000	12.02
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-371-726.000	84.14
		41128		CALENDARS / PENS / PAPER / KLEENEX / FLOOR M	101-412-726.000	11.08
						<u>551.01</u>
12/07/2022	GEN	41129	SVEC CONSTRUCTION	SNOW REMOVAL TOWNSHIP HALL	101-265-935.601	225.00
12/07/2022	GEN	41130	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	88.85
		41130		ADVERTISING	101-400-901.000	142.95
						<u>231.80</u>

TOTAL - ALL FUNDS TOTAL OF 77 CHECKS 457,930.23

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	5,564.75
101-000-227.000	DEFERRED COMP	2,780.00
101-000-227.001	AFLAC	436.82
101-000-237.000	HSA (FORMERLY FLEX)	1,047.68
101-000-238.000	UNITED WAY	180.00
101-000-403.000	CURRENT REAL PROPERTY TAXES	91.57
101-101-726.000	SUPPLIES	1,429.46
101-101-726.001	POSTAGE	15.48
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	786.74
101-101-801.002	LEGAL SERVICES - TOWNBOARD	63.65
101-101-805.000	CONTRACTED AND OTHER SERVICES	60.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-101-900.000			PRINTING & PUBLISHING			1,970.69
101-101-901.000			ADVERTISING			1,177.70
101-171-726.000			SUPPLIES			64.69
101-171-960.000			EDUCATION & TRAINING			20.00
101-171-965.000			DUES & PUBLICATIONS			285.00
101-191-701.000			WAGES			989.20
101-191-726.000			SUPPLIES			1,722.31
101-191-860.000			MILEAGE			81.26
101-191-901.000			ADVERTISING			93.10
101-215-726.000			SUPPLIES			57.58
101-215-965.000			DUES & PUBLICATIONS			150.00
101-253-726.000			SUPPLIES			66.67
101-253-726.001			POSTAGE			(121.85)
101-253-900.000			PRINTING & PUBLISHING			1,473.83
101-253-965.000			DUES & PUBLICATIONS			175.00
101-258-935.015			COMPUTER SUPPORT SYSTEMS			2,560.00
101-258-935.016			COMPUTER NETWORK			149.98
101-265-726.003			SUPPLIES-MAINTANCE			247.49
101-265-850.000			TELEPHONE			1,077.60
101-265-920.601			HEATING / GAS			2,275.29
101-265-920.602			WATER / SEWER			286.50
101-265-920.603			LIGHTS BUILDING			1,017.25
101-265-935.601			SNOW PLOWING			225.00
101-265-935.602			LAWN MAINTENANCE			641.00
101-265-935.603			CLEANING SERVICE			1,550.00
101-265-935.604			RUBBISH REMOVAL			108.19
101-265-935.605			BUILDING REPAIR			270.00
101-265-935.608			MAINTENANCE-OTHER			125.00
101-301-830.000			POLICE CONTRACT			327,214.44
101-371-726.000			SUPPLIES			248.07
101-400-900.000			PRINTING & PUBLISHING			27.80
101-400-901.000			ADVERTISING			428.85
101-401-726.000			SUPPLIES			73.54
101-412-726.000			SUPPLIES			11.08
101-448-920.005			STREET LIGHTS TOWNSHIP			8,397.61
101-747-880.011			COM. PROM. - P.F.G.			21,814.21
101-806-862.000			GAS & CAR WASHES			230.27
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			24,127.00
101-851-873.040			INSURANCE - EMPLOYEE LIFE			337.91
101-900-970.002			CAPITAL OUTLAY - TOWNSHIP HAL			24,140.91
308-000-825.000			Const. & Land (Grant, Equip)			68.40
308-000-935.000			MAINTENANCE - MISC, EQUIP			4,542.51
308-000-970.000			CAPITAL OUTLAY			16,073.00
			TOTAL			457,930.23



123 West Front Street
Traverse City, Michigan 49684
231 946 5874
231 946 3703

December 6, 2022

**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. 7 Brew Project# 22206 Invoice No. 2220603	805.00
2. Engineering consulting services for storm water plan review. Escrow No. 214.854 Logan Valley Storage Building Project# 22297 Invoice No. 2229702	86.25
3. Engineering consulting services for storm water plan review. Britten North Manufacturing/Storage, Escrow No. 214.851 Project# 22327 Invoice No. 2232702	735.00
4. Engineering consulting services for storm water plan review. Ben Rogers Project# 22350 Invoice No. 2235002	86.25
5. Engineering consulting services for storm water plan review. South 22 Planned Unit Development Project# 22228 Invoice No. 2222801	718.75
6. Engineering consulting services for storm water plan review. Imperial Beverage New Building, Escrow No. 214.817 Project# 22328 Invoice No. 2232801	1,035.00
7. Engineering consulting services for storm water plan review. Prince of Peach Lutheran Church, Escrow No. 214.825 Project# 22329 Invoice No. 2232901	1,766.25
8. Engineering consulting services for storm water plan review. Industry Properties, LLC, Concrete Central, Escrow No. 214.820 Project# 22346 Invoice No. 2234601	902.50

Total A 6,135.00

B. Utility Plan Review, Oversight & Closeout

1. Engineering consulting services for plan review, construction services and Project Turnover Oakleaf Village, Phase I Water/Sewer Project# 20321 Invoice No. 2032109	2,075.00
2. Engineering plan review and overall capacity evaluation, construction services, project turnover Birmley Hills Site Condominium Project# 22300 Invoice No. 2230002	1,600.00
3. Engineering plan review and overall capacity evaluation, construction services, project turnover Fairfield Inn, Escrow No. 215.850 Project# 22311 Invoice No. 2231102	1,205.00

Total B 4,880.00

Total Developer's Escrow Fund 11,015.00

II. General Utilities

1. Engineering consulting services for review of ability to extend water and sewer. and close out. US-31 South, McCrea Hill PRV Relocation Project# 19135 Invoice No. 1913512	180.00
2. Engineering services for research and compilation/water reliability study, update, hydraulic analysis EGLE DWRP Project Plan, Capital Improvement Projects Project# 22280 Invoice No. 2228001	2,915.00

Total Utility Receiving Fund 3,095.00

GRAND TOTAL \$14,110.00

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

December 06, 2022
Project No: 22206
Invoice No: 2220603

Re: 7 Brew, Storm Water Review, Escrow 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 review of determination.

Project Location: 1114 W. South Airport, Traverse City
Professional Services from October 30, 2022 to December 3, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	7.00	115.00	805.00	
Totals	7.00		805.00	
Total Labor				805.00
		Total this Invoice		\$805.00

Billings to Date

	Current	Prior	Total
Labor	805.00	1,765.00	2,570.00
Totals	805.00	1,765.00	2,570.00

Invoice

Gourdie-Fraser, Inc.
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 06, 2022
Project No: 22297
Invoice No: 2229702

Re: Logan Valley Storage Building, Storm Water Review, Escrow No. 214.854
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 final correspondence letter of acceptance.

Project Location: 3050 Logan Valley Road, Traverse City
Professional Services from October 30, 2022 to December 3, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	115.00	86.25	
Totals	.75		86.25	
Total Labor				86.25
		Total this Invoice		\$86.25

Billings to Date

	Current	Prior	Total
Labor	86.25	1,493.75	1,580.00
Totals	86.25	1,493.75	1,580.00

Invoice

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

December 06, 2022
Project No: 22327
Invoice No: 2232702

Re: Britten North Manufacturing/Storage, Storm Water Review, Escrow No. 701-000-214.851
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 initial review along with second review with revisions requested.

Project Location: 2466 Cass Road, Traverse City
Professional Services from October 30, 2022 to December 3, 2022
Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	6.00	115.00	690.00	
Design Engineer I	.50	90.00	45.00	
Totals	6.50		735.00	
Total Labor				735.00
		Total this Invoice		\$735.00

Billings to Date

	Current	Prior	Total
Labor	735.00	1,215.00	1,950.00
Totals	735.00	1,215.00	1,950.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 06, 2022
Project No: 22350
Invoice No: 2235002

Re: Ben Rogers, Storm Water Review

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: 1127 Cass Road

Professional Services from October 30, 2022 to December 3, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	115.00	86.25	
Totals	.75		86.25	
Total Labor				86.25
		Total this Invoice		\$86.25

Billings to Date

	Current	Prior	Total
Labor	86.25	747.50	833.75
Totals	86.25	747.50	833.75

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 06, 2022
Project No: 22228
Invoice No: 2222801

Re: South 22 Planned Unit Development, Storm Water Review
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 preliminary of findings.

Project Location: 1523 W. Hammond Road, Traverse City
Professional Services from October 30, 2022 to December 3, 2022
Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	6.25	115.00	718.75	
Totals	6.25		718.75	
Total Labor				718.75
		Total this Invoice		\$718.75

Billings to Date

	Current	Prior	Total
Labor	718.75	0.00	718.75
Totals	718.75	0.00	718.75

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 06, 2022
Project No: 22328
Invoice No: 2232801

Re: Imperial Beverage New Building, Storm Water Review, Escrow No. 701-000-214.817
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 of acceptance..

Project Location: Lot 25, 1420 Industrial Drive, Traverse City
Professional Services from October 30, 2022 to December 3, 2022
Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	9.00	115.00	1,035.00	
Totals	9.00		1,035.00	
Total Labor				1,035.00
		Total this Invoice		\$1,035.00

Billings to Date

	Current	Prior	Total
Labor	1,035.00	0.00	1,035.00
Totals	1,035.00	0.00	1,035.00

Invoice

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

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

December 06, 2022
Project No: 22329
Invoice No: 2232901

Re: Prince of Peach Lutheran Church, Storm Water Review, Escrow No. 214.825
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 review and approval.

Project Location: 2242 LaFranier, Traverse City, Michigan 49686

Professional Services from October 16, 2022 to December 3, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	2.00	150.00	300.00	
Project Engineer II	12.75	115.00	1,466.25	
Totals	14.75		1,766.25	
Total Labor				1,766.25
				Total this Invoice
				\$1,766.25

Billings to Date

	Current	Prior	Total
Labor	1,766.25	0.00	1,766.25
Totals	1,766.25	0.00	1,766.25



Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
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Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 06, 2022
Project No: 22346
Invoice No: 2234601

Re: Industry Properties, LLC, Concrete Central, 1389 Industry Drive, Storm Water Review, Escrow No. 214.820
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 initial review.

Project Location: Industry Drive, Traverse City
Professional Services from October 16, 2022 to December 3, 2022
Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	5.50	115.00	632.50	
Design Engineer I	3.00	90.00	270.00	
Totals	8.50		902.50	
Total Labor				902.50
		Total this Invoice		\$902.50

Billings to Date

	Current	Prior	Total
Labor	902.50	0.00	902.50
Totals	902.50	0.00	902.50

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

December 06, 2022
 Project No: 20321
 Invoice No: 2032109

Re: Oakleaf Village, Phase I Water/ Sewer Extension

Services Performed:

- A-1 Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Act 399 Permit assistance for water main extension and Part 41 Permit assistance for sanitary sewer main.
- A-2 Construction Observation - Full time water main and sanitary sewer observation, site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review..
- A-3 Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.
- B. Storm water review of plans, computations and specifications for compliance with Ordinance 49. Communication with applicant / engineer and correspondence letter of initial review.
- C. Private road review.

*Additional Services:

- 1. Construction observation \$9,600 as detailed in Escrow letter dated February 16, 2022
- 2. Construction observation \$1700 as detailed in Escrow letter dated November 3, 2022.

Project Location: N. Long Lake Road, Traverse City

Professional Services from October 30, 2022 to December 3, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. UTILITY REVIEW	0.00	0.00	0.00	0.00	0.00
1. Engineer Review	4,500.00	100.00	4,500.00	4,500.00	0.00
2. Construction Observation	28,500.00	100.00	28,500.00	28,500.00	0.00
3. Proj. Turnover, Close Out	2,500.00	35.00	875.00	500.00	375.00
*1. Add'l Const. Observation	9,600.00	100.00	9,600.00	9,600.00	0.00
*2. Add'l Const. Observation	1,700.00	100.00	1,700.00	0.00	1,700.00
	0.00	0.00	0.00	0.00	0.00

Project	20321	GARFIELD/PLN REV,CO OB,CO/OAKLEAF VIL/GT				Invoice	2032109
B. Storm Water Review		1,800.00	100.00	1,800.00	1,800.00	0.00	
C. Private Road Review		500.00	100.00	500.00	500.00	0.00	
Total Fee		49,100.00		47,475.00	45,400.00	2,075.00	
				Total Fee			2,075.00
					Total this Invoice		\$2,075.00

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

December 06, 2022
Project No: 22300
Invoice No: 2230002

Re: Birmley Hills Site Condominium, Utility Extension (Water, Sewer and Storm Water Plan Review), Escrow#

Services Performed:

A. 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 initial review.

B.1 Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit and Part 41 assistance for the water main and sewer.

B.2 Full time construction observation for watermain/sanitary sewer testing and walk through with DPW.

B.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: South of Birmley Estates and Farmington Drive Traverse City

Professional Services from October 30, 2022 to December 3, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. Storm Water Review	3,500.00	100.00	3,500.00	2,100.00	1,400.00
B.1 Engineering Utility Plan Review	2,000.00	100.00	2,000.00	1,800.00	200.00
B.2 Construction Observation & Testing	32,250.00	0.00	0.00	0.00	0.00
B.3 Project Close Out, Turnover	2,750.00	0.00	0.00	0.00	0.00
Total Fee	40,500.00		5,500.00	3,900.00	1,600.00
Total Fee					1,600.00
Total this Invoice					\$1,600.00

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

December 06, 2022
Project No: 22311
Invoice No: 2231102

Re Fairfield Inn, Storm Water Review, Water Extension Review Escrow No. 215.850

Services Performed:

A. 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 initial review.

B.1 Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit assistance for the water main.

B.2 Full time construction observation for watermain, testing and walk through with DPW.

B.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North US-31 South, Traverse City

Professional Services from October 30, 2022 to December 3, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. Storm Water Review	2,000.00	100.00	2,000.00	1,200.00	800.00
B.1 Water Extension Review	1,500.00	87.00	1,305.00	900.00	405.00
B.2 Construction Observation	3,500.00	0.00	0.00	0.00	0.00
B.3 Project Turnover	1,000.00	0.00	0.00	0.00	0.00
Total Fee	8,000.00		3,305.00	2,100.00	1,205.00
Total Fee					1,205.00
Total this Invoice					\$1,205.00

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

December 06, 2022
 Project No: 19135
 Invoice No: 1913512

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 October 30, 2022 to December 3, 2022

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	100.00	3,500.00	3,500.00	0.00
Construction Admin.	9,000.00	100.00	9,000.00	9,000.00	0.00
Construction Observation	10,350.00	100.00	10,350.00	10,350.00	0.00
Project Closeout & Turnover	1,800.00	100.00	1,800.00	1,620.00	180.00
Total Fee	47,000.00		47,000.00	46,820.00	180.00
		Total Fee			180.00
				Total this Invoice	\$180.00

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

December 06, 2022
 Project No: 22280
 Invoice No: 2228001

Re: EGLE DWRF Project Plan, Capital Improvement Projects.

Services Performed: Civil engineering services for research and compilation/water reliability study update, water system hydraulic analysis/computer modeling, revenue system development, DWRF project plan and loan application as detailed in proposal letter dated August 17, 2022.

Professional Services from September 18, 2022 to December 3, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Water Reliability Study Update	26,500.00	11.00	2,915.00	0.00	2,915.00
Water System Hydraulic Analysis/Modeling	22,500.00	0.00	0.00	0.00	0.00
Revenue System Development	15,000.00	0.00	0.00	0.00	0.00
DWRF Project Plan & Loan Application	48,500.00	0.00	0.00	0.00	0.00
Total Fee	112,500.00		2,915.00	0.00	2,915.00
			Total Fee		2,915.00
				Total this Invoice	\$2,915.00



CHARTER TOWNSHIP OF GARFIELD**RESOLUTION 2022-29-T****ADOPTION OF 2023 POVERTY/HARDSHIP EXEMPTION POLICY**

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to annually adopt guidelines for such exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Garfield, Grand Traverse County, adopts the following 2023 Poverty/Hardship Exemption Policy (attached) for the Supervisor and Board of Review to implement.

The rules and regulations shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of, and occupy as a homestead, the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review (Exhibit "A"), accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. Or, if applicant is not required to file income taxes, complete and file with the Supervisor or Board of Review the Poverty Exemption Affidavit (Michigan Dept of Treasury form 4988 (Exhibit "B")).
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which and exemption is requested, *if requested*.
- 5) Annually complete an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (from 5739 – Exhibit "C").
- 6) Meet Garfield Township's Income Guidelines, as stated in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").
- 7) Meet additional eligibility requirements as determined by the Township Board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and Garfield Township Poverty Income guidelines in granting or denying an exemption. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

The foregoing resolution offered by Board Member _____ and supported by Board Member _____

Upon roll call vote, the following voted:

Yeas:

Nays:

Abstain:

Absent and Excused:

The Chairman declared the motion carried, and Resolution 2022-29-T duly adopted.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on December 13, 2022, at which meeting (7) seven members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: _____

Lanie McManus, Township Clerk

CHARTER TOWNSHIP OF GARFIELD
POVERTY/HARDSHIP EXEMPTION POLICY

The Charter Township of Garfield Board of Review will accept and evaluate applications for a principal residence (homestead) property tax exemption based on the taxpayer's inability to pay or poverty, pursuant to PA 390, 1994 (MCL 211.7u) and Garfield Township Board Resolution #2022-39-T. The applicant shall comply with the following as part of the application (attached):

- Be an owner of, and occupant of, the principal residence for which an exemption is requested.
- Complete an application (Exhibit "A") annually with the Township for a current year poverty exemption request and submit it to the Garfield Township Board of Review AFTER January 1 but before the Thursday prior to the last day of the Board of Review (by law, this is the 2nd Tuesday in December).
- Federal and state income tax returns for all persons residing in the principal residence INCLUDING the Michigan homestead property tax credit claim form, proof of ownership of the homestead (*if requested by the Township*) for the preceding calendar tax year MUST be provided to the Board of Review prior to its poverty exemption determination for the current tax year. If applicant is not required to file income taxes, the Poverty Exemption Affidavit (Michigan Dept. of Treasury form 4988) MUST be completed, signed and attached to the application (Exhibit "B").
- Produce a valid drivers' license or other form of official identification, if requested.
- Annually complete Michigan Department of Treasury form 5739, Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (Exhibit "C").

The Board of Review will objectively evaluate poverty reduction applications utilizing all available information, including statements, under oath by the applicant upon appearance before the Board of Review. An applicant must apply for a poverty exemption on an annual basis.

In order to qualify for the poverty exemption, an applicant must satisfy a two-part test:

Part One requires the applicant household to satisfy the Garfield Township poverty income guidelines, which are updated annually by Township Board resolution, through its review of the Federal Poverty Guidelines of the US Department of Health and Human Services, incorporated by reference in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").

Part Two requires the applicant to satisfy an Asset Test based upon the total amount of household assets. An applicant may qualify for the poverty exemption provided the applicant has no more than \$20,500 in total aggregate household assets as listed in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test.

In the event the applicant meets the foregoing two-part test, as well as all of the general guidelines of Township Board Resolution 2022-39-T and PA 390 of 1994, the applicant shall be exempted from all property taxes for the tax year in question by the Board of Review. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

Adopted: December 13, 2022

Effective immediately. This policy and procedures are in force and effect until amended by the Charter Township of Garfield Township Board by resolution.

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

PART 4: EMPLOYMENT INFORMATION — List your current employment information.					
Name of Employer					
Address of Employer		City	State	ZIP Code	
Contact Person		Employer Telephone Number			
PART 5: INCOME SOURCES					
List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.					
Source of Income			Monthly or Annual Income (indicate which)		
PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION					
List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.					
Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment	
PART 7: LIFE INSURANCE — List all policies held by all household members.					
Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured
PART 8: MOTOR VEHICLE INFORMATION					
All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.					
Make	Year	Monthly Payment	Balance Owed		

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.				
First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.					
Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION			
The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.			
Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare		Car Expense (gas, repair, etc.)
Other (type and amount)	Other (type and amount)		Other (type and amount)
Other (type and amount)	Other (type and amount)		Other (type and amount)

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code
PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed. <input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home. <input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
PART 5: CERTIFICATION			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	Date
Designee must attach a letter of authority.			
LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	

Charter Township of Garfield Poverty/Hardship Exemption Rules, Regulations and Asset Test

EXHIBIT D

Poverty Exemption Information: MCL 211.7u (1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. [Excerpt]

Test 1: Poverty Income Guidelines		Test 2: Asset Test (if the applicant meets the Poverty Income Guidelines)		
"Table 1"		"Table 3"		
What's involved:	How much <u>INCOME</u> a person can receive per year and be eligible for the Poverty Exemption	Things of Value that a person can own and still be granted a Poverty Exemption	Things of Value that the BOR can consider to decide what percent exemption to grant	
What the Law says:	2023 Federal Poverty Income Guidelines	The law protects the applicant's residence. The home, or up to a specified amount of equity in the home, is not considered in determining the percent of the exemption the applicant may receive.	Every township must adopt an asset test, but no specific test is mandated by law. The township board should set a <u>maximum asset amount</u> - in other words, a total value of assets that will likely result in receiving a 0% exemption. This can either be a dollar amount or a percentage of total income.	
	Garfield Township Income Guidelines for 2023 Poverty Exemptions *			
	Size of Family/ Household			Maximum Total Income
	1			\$13,590
	2			\$18,310
	3			\$23,030
	4			\$27,750
	5			\$32,470
	6			\$37,190
	7			\$41,910
8	\$46,630			
each additional person:	\$4,720			
<p>* Garfield Township's income limits are based on census data of the Median Household Income (2021 American Community Survey) for Grand Traverse County of \$65,651 divided by 2.34 (number of people per household) = \$28,056 Avg income per person x 60% (low income guidelines for housing in Grand Traverse County)</p> <p>Note: The township board can adopt maximum income levels <u>higher</u> than the federal poverty guidelines. A township board can make it easier for a person to be eligible for the poverty exemption, but it <u>cannot make it harder</u> (by adopting lower income levels).</p>		<p>In Garfield Township, in the event the applicant meets the requirements of the two-part test, as well as all of the general guidelines of the annual Township Board Resolution and PA 390 of 1994, the applicant shall be exempted from all property taxes for the year in question by the Board of Review.</p>	<p>Based on the assets listed on a poverty exemption application, the Board of Review may grant the applicant a 0% or 100% exemption.</p> <p style="text-align: center;">-----</p> <p>A township can consider the homestead property tax credit that the applicant is eligible for to calculate the the percentage of poverty exemption to be granted.</p> <p style="text-align: center;">-----</p> <p>MCL 211.7u(5): "The board of review shall follow the policy and guidelines of the local assessment unit in granting or denying an exemption under this section .</p>	

Charter Township of Garfield Poverty/Hardship Exemption Rules, Regulations and Asset Test

EXHIBIT D

	Test 1: Poverty Income Guidelines	Test 2: Asset Test (if the applicant meets the Poverty Income Guidelines)
<p>Examples:</p> <ul style="list-style-type: none"> * According to the US Census Bureau, "income" includes: * Money, wages and salaries before any deductions * Net receipts from nonfarm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for self-employment.) * Net receipts from farm self employment. (With the same provisions as above for self-employment.) * Regular payments from social security, railroad retirement, unemployment, workers' compensation, veterans' payments and public assistance. * Alimony, child support, and military family allotments. * Private pensions, government pensions, and regular insurance or annuity payments. * College or university scholarships, grants, fellowships, and assistantships. * Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings. 	<p>The township may allow a person to own other things, besides the home, and still receive a poverty exemption.</p> <p>Garfield Township, in addition to the principal residence, allows an applicant to own:</p> <ul style="list-style-type: none"> * Savings, checking accounts, stocks, bonds or other liquid accounts with a combined balance or value of \$6,000 or less. * One vehicle for each household member of driving age. * Tools and other household furnishings, equipment and clothes. * One recreational vehicle or boat with a market value of \$10,000 or less. * Jewelry of a value less than \$2,000, not including wedding and engagement rings. * Coin collections, firearm collections, stamp collections, rock collections, or similar collections, where the value of each collection does not exceed \$2,500. <p>* The TOTAL value of these assets cannot exceed \$20,500.</p>	<p>A township may ask applicants to list all of the following types of assets to apply for a poverty exemption (list is not exhaustive):</p> <ul style="list-style-type: none"> * A second home * Land * Vehicles * Recreational vehicles (campers, motor homes, boats, ATVs, etc.) * Buildings other than residence. * Equity in the residence above a specified amount. * Jewelry * Antiques * Artwork * Equipment * Other personal property of value. * Bank accounts over a specific amount. * Stocks * Money received from sale of property such as stocks, bonds, a house or a car unless a person is in the business of selling such property. * Withdrawals of bank deposits and borrowed money. * Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance pymts. * Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. * Federal noncash benefit programs such as Medicare, Medicaid, food stamps, & school lunches.



Charter Township of Garfield

Grand Traverse County

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

CHUCK KORN
SUPERVISOR

LANIE McMANUS
CLERK

JEANE BLOOD LAW
TREASURER


MOLLY AGOSTINELLI, TRUSTEE
STEVE DUELL, TRUSTEE

CHRIS BARSCHEFF, TRUSTEE
DENISE SCHMUCKAL, TRUSTEE

MEMORANDUM

DATE: November 28, 2022

TO: Township Board Members

FROM: Amy L. DeHaan, Assessor 

SUBJECT: Road Name Request

Back in October of 2018, the Land Division Committee approved a division for the property located at 1127 Cass Road. At that time, a request for a new road name (attached) was approved by Grand Traverse County. Since the owner was not ready at that time to further divide the parcel, this request was not submitted for approval by the Township Board.

Ben Rogers is now requesting that the Road Name (Lunatic Ln) be approved by the Township Board since he will be applying to create three (3) additional parcels that will access this road.

Amy L DeHaan, MMAO(4)
Assessor



Proposed Road Name

Applicant Name: Ben Rogers

Location of Road:

Section: 27 T 27 N; R 11 W

Proposed Road Name:

	LUNATIC	LN
Directional	Street Name	Street Type

Existing Road Name:
(If change is requested)

Directional	Street Name	Street Type

Approval:

Approved
 Denied by Grand Traverse Equalization on 9/13/2018

Comments: _____

Signature: Mike Steffes

Digitally signed by Mike Steffes
DN: cn=Mike Steffes, o=Grand Traverse County,
ou=Equalization Department,
email=msteffes@grandtraverse.org, c=US
Date: 2018.09.13 13:36:48 -04'00'

This notice attests to the uniqueness of the proposed road name within Grand Traverse County and its uniqueness against any other proposed road names in the last ninety (90) days since the above approval date.

This form does NOT constitute final acceptance of the proposed road name. The local governing unit must ultimately approve a proposed name in accordance with the Grand Traverse County Street and Road Naming Ordinance as amended. Following local unit approval, Grand Traverse Equalization will require notice and or minutes to prompt the naming of the road.

If this form appears blank or is missing information:

Please check your email filters, security settings, or the compatibility of your PDF reader application.

CERTIFICATE OF SURVEY

PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 27,
TOWN 27 NORTH, RANGE 11 WEST,
GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN

I, Matthew T. Mokanyk, being a Licensed Professional Surveyor, hereby certify that I have surveyed and mapped the parcel(s) hereon described and that the relative positional precision of each corner is within the limits accepted by the practice of professional surveying and that all the requirements of P.A. 132, as amended, have been complied with.

The basis for bearings is: Michigan State Plane Coordinate System, Central Zone, NAD83

Error of Closure is smaller than 1/20000

Matthew Mokanyk
Matthew T. Mokanyk, P.S., P.E.
Michigan Professional Surveyor No. 42063



CENTER OF SECTION 27, T27N-R11W

N00°53'06"E
1337.73'
NE CORNER, SE 1/4, SW 1/4, SEC. 27
N88°18'31"W
16.80'
N88°18'31"W
100.17'

NW CORNER SE 1/4, SW 1/4 SECTION 27
NORTH LINE, SE 1/4, SW 1/4 SECTION 27
1196.67'
S88°18'31"E

THIS PROPOSED PARCEL DIVISION IS SUBJECT TO MUNICIPAL APPROVAL PURSUANT TO THE "LAND DIVISION ACT", P.A. 591, AS AMENDED.

P.O.B. PARCEL 2
C&O RAILROAD
100' WIDE

PARCEL 1
94,827 SQ. FT.
2.177 AC.

PARCEL 2
1,285,688 SQ. FT.
29.515 AC.

L = 190.01'
R = 650.00'
LC = S65°32'47"W
189.34'
Δ = 16°44'57"

PROPERTY LINE
N00°58'05"E
1329.14'

WEST LINE, SE 1/4, SW 1/4 SECTION 27

L = 127.70'
R = 896.00'
LC = S53°16'11"W
127.60'
Δ = 8°09'58"

SW CORNER SE 1/4, SW 1/4 SECTION 27
358.00'

N88°12'12"W
1306.08'

CREEK

P.O.B. PARCEL 1
BARN
L3
L2

GARAGE
C2
C3

HOUSE
199.70'

DRAINAGE EASEMENT
L. 1554, P. 337

CASS ROAD
(66 FEET WIDE, PUBLIC)

P.O.C. SOUTH 1/4 CORNER, SECTION 27, T27N-R11W

SOUTH LINE, SEC. 27
N88°01'16"W
958.20'

DRAINAGE EASEMENT
L. 1554, P. 337

LEGEND

- IRON FOUND
- IRON SET
- ⊕ SECTION CORNER FOUND

SCALE: 1"=200'




SOUTHWEST CORNER, SECTION 27, T27N-R11W

Prepared For:
MOOSEPATH, LLC
1127 CASS ROAD
TRAVERSE CITY, MI 49685
SHEET 1 of 5

Job: 1750237
Date: 10/11/2018
Scale: AS NOTED
Drawn: JWJ
Chk'd.: MTM
Rev'd.: 10/10/2018

LANDTECH
PROFESSIONAL SURVEYING & ENGINEERING
MI-OH-IN-IL-WA-TN-NE-PA-WV-MN-MO-SD-KS-OK
231-643-0050 ph 231-643-0051 fax 877-520-LAND toll free
www.landtechps.com www.towersurveyors.com

 Charter Township of Garfield Planning Department Report No. 2022-109		
Prepared:	December 6, 2022	Pages: 1
Meeting:	December 13, 2022 Township Board	Attachments: <input type="checkbox"/>
Subject:	2023-2027 Parks and Recreation Master Plan – Set Public Hearing	

BACKGROUND:

Garfield Township has adopted the Parks and Recreation Master Plan to guide future improvements and investments in parks and recreation, and to make the Township eligible to apply for certain grant funding programs to help finance parks improvement projects. The Township adopted the most recent Parks and Recreation Master Plan on January 22, 2018 and adopted an amendment to this plan on May 14, 2019.

The current Parks and Recreation Master Plan on file with the Michigan Department of Natural Resources (MDNR) expires on December 31, 2022 for its eligibility for MDNR grant programs. The Township will need to submit an updated Plan to MDNR by February 1, 2023 to be eligible for MDNR grant programs starting in 2023.

2023-2027 FIVE-YEAR PARKS AND RECREATION MASTER PLAN:

Staff and the Parks and Recreation Commission have been working on an updated Parks and Recreation Master Plan over the past few months. The updated Plan covers potential projects over the next five years such as capital improvements, trail projects, potential property acquisitions, and other topics. The Grand Traverse Commons Natural Area Design Plan is also included as part of the Plan, which will guide future projects to implement the preferred design for the Commons Natural Area.

At their December 5, 2022 meeting, the Parks and Recreation Commission recommended adoption of the Parks and Recreation Master Plan to the Township Board following a 30-day public review period, which is required by the MDNR. Commissioners motioned to notice the 30-day public review period which will occur from the notice in the newspaper on December 11, 2022 until January 10, 2023. The full draft of the 2023-2027 Parks and Recreation Master Plan, including all appendices, is available during this period for review both at Township Hall and on the Township website.

ACTION REQUESTED:

If, following discussion, Commissioners are satisfied with the draft Plan, then the next steps would be to motion to notice the 30-day public review period and to recommend adoption of the Plan to the Township Board. The following draft motions are provided for consideration:

MOTION THAT the draft 2023-2027 Five-Year Parks and Recreation Master Plan
 BE SCHEDULED for a public hearing at the regular meeting of the Township Board
 on January 10, 2023, following the 30-day public review period.

Any additional information deemed necessary by the Township Board should be added to this motion.



Contractor's Application for Payment No. 9

Application Period: 10/31/2022 From (Contractor): Grand Traverse Construction Contractor Address: 1714 Northern Star Drive Traverse City, MI 49696 Contractor's Project No.: 510203	Application Date: 11/28/2022 Via (Engineer): Gourdie Fraser, Inc. Engineer Address: 123 W Front St, Traverse City, MI 49684 Engineer's Project No.: 21091
--	--

**Application For Payment
Change Order Summary**

Approved Change Orders Number	Additions	Deductions	
1	\$18,000.00		
TOTALS			
NET CHANGE BY CHANGE ORDERS			\$18,000.00

1. ORIGINAL CONTRACT PRICE.....	\$ 5405,339.00
2. Net change by Change Orders.....	\$ 18,000.00
3. Current Contract Price (Line 1 + 2).....	\$ 5423,339.00
4. TOTAL COMPLETED AND STORED TO DATE	
(Column F total on Progress Estimates).....	\$ 5423,339.00
5. RETAINAGE:	
a. <input checked="" type="checkbox"/> <u>5423,339.00</u> Work Completed.....	\$
b. <input checked="" type="checkbox"/> <u> </u> Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 5423,339.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 5381,005.10
8. AMOUNT DUE THIS APPLICATION.....	\$ 42,333.90
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances), and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature	Date:

Payment of: \$ Four, Two Thousand, Three Hundred and Thirty-Three Dollars and Ninety Cents
(Line 8 or other - attach explanation of the other amount)

is recommended by: *Janis Hodges* (Engineer) 11/28/2022 (Date)

Payment of: \$ Four, Two Thousand, Three Hundred and Thirty-Three Dollars and Ninety Cents
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding or Financing Entity (if applicable) _____ (Date)



Engineering
Surveying
Testing &
Operations

3.g.

123 West Front Street
Traverse City, Michigan 49684
231.946.5874
231.946.3703

November 28, 2022

Charter Township of Garfield
Attn: Chuck Korn
2848 Veterans Drive
Traverse City, MI 49684

RE: Garfield Township Roof Repair
GFA #21029C
Close-out & Turnover

Dear Chuck:

The project for Garfield Township Building Roof Repair has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

1. One-Year Maintenance Bond
2. Letter of Guarantee by Prime and Subcontractor
3. Manufacturer Warranty
4. Affidavit of Completion/Consent of Surety

The contractor, Grand Traverse Construction has provided a warranty that they have installed the facilities according to the approved plans and specifications. Based on this information, we recommend that the Township accept the facilities.

If you have any questions regarding this matter, please do not hesitate to contact our office.

Sincerely,
Gourdie-Fraser, Inc.

Jennifer Graham (Hodges), P.E.
Director of Engineering

Enclosures



GRAND TRAVERSE CONSTRUCTION

Project: Garfield Township Roof Repair
Job No.: 1-21110
Owner: Charter Township of Garfield
A/E: Gourdie Fraser
Date: 10/3/2022

Trade Contractor: Grand Traverse Construction

We, the undersigned, hereby guarantee that all work accomplished and materials provided under the above-name contract or subcontractor is in accordance with the terms of the contract documents as prepared by Grand Traverse Construction and the Architect/Engineer, including all addenda, change orders, and clarifications issued.

All work under the above-named contract or subcontractor shall be guaranteed against defective material and workmanship for a period of one (1) year after 10/3/2022. Correction of any deficiencies or defective work developing during this period shall be undertaken within 5 working days following the receipt of notice by Grand Traverse Construction or Owner; and such work shall be made good by this trade contractor or sub-trade contractor at their own expense.

Trade Contractor Grand Traverse Construction

Trade Category General Contractor

By Paul Mahon

Signature *Paul Mahon*

Address 1714 Northern Star Drive Traverse City, MI 49696

Telephone 231.929.1000



GRAND TRAVERSE CONSTRUCTION

Project: Garfield Township Roof Repair
Job No.: 1-21110
Owner: Charter Township of Garfield
A/E: Gourdie Fraser
Date: 10/3/2022

Trade Contractor: Arrow Roofing

We, the undersigned, hereby guarantee that all work accomplished and materials provided under the above-name contract or subcontractor is in accordance with the terms of the contract documents as prepared by Grand Traverse Construction and the Architect/Engineer, including all addenda, change orders, and clarifications issued.

All work under the above-named contract or subcontractor shall be guaranteed against defective material and workmanship for a period of one (1) year after 10/3/2022. Correction of any deficiencies or defective work developing during this period shall be undertaken within 5 working days following the receipt of notice by Grand Traverse Construction or Owner; and such work shall be made good by this trade contractor or sub-trade contractor at their own expense.

Trade Contractor Arrow Roofing
Trade Category Roofing
By Jon LaHuis
Signature [Signature]
Address 3140 W Keystone Traverse City, MI
Telephone 616-291-7229



PAC-CLAD® 30 Year Limited Warranty

Owner: Charter Township of Garfield
Address: 3848 Veterans Drive, Traverse City, MI 49684
Contractor: Grand Traverse Construction of Traverse City, MI
Installer: Arrow Roofing & Supply of Traverse City, MI
Customer: Oakland Metal Sales, Inc.
Invoice Num. & Date: 01187249 dtd 7/20/2022 - Hartford Green
Date Warranty Begins: November 17, 2022 Date Warranty Ends: November 17, 2052
Job Name: Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684

PART I

PETERSEN ALUMINUM CORPORATION (hereinafter referred to as "PAC") hereby issues the following limited warranty to the above referenced owner (hereinafter referred to as OWNER) exclusively. Subject to the terms and conditions listed below, PAC warrants that upon delivery its standard color Fluoropon® coating (hereinafter referred to as the "COATING") applied to aluminum, G-90 hot-dipped galvanized steel or AZ50 zinc-aluminum alloy steel sheet and coil that has been fabricated, roll-formed or otherwise manufactured, within one year from the date of shipment thereof by PAC, and sold for use as painted roofing panels, fascia, mansard, soffit or other building components, will for a period of thirty (30) years [ten (10) years in the case of Award Blue and Cardinal Red.] from the project completion date listed above (hereinafter referred to as the "WARRANTY PERIOD"), meet the following quality standards:

- A. WILL NOT chalk in excess of ASTM D-4214 number eight (8) rating.
- B. WILL NOT change color more than five (5.0) Hunter ΔE units [(7.0) Hunter ΔE units in the case of Award Blue and Cardinal Red.] as determined by ASTM method D-2244-02 after removal of external deposits and chalk. It is understood by all the parties herein named, that fading or color change may not be uniform in appearance between surfaces not equally exposed to the sun and other weathering elements. This paragraph is not applicable in its entirety for all PAC-CLAD® metallic colors or custom Fluoropon® Classic or Fluoropon® Classic II colors.
- C. WILL NOT crack, check, peel or otherwise lose adhesion. The terms, crack, check and peel, used herein shall not include minute fracturing of the COATING incurred during proper fabrication. In addition, loss of adhesion of the COATING as a result of substrate corrosion, however caused, and either from the front side or the backside of the substrate is specifically excluded from this warranty.

The following additional terms, conditions and other limitations are also included as part of this warranty:

PART II

- 1.) This warranty and all terms, conditions and exclusions contained herein apply to PAC's COATING only. In regards to either the aluminum, G-90 hot-dipped galvanized steel or AZ50 zinc-aluminum alloy steel substrates to which the COATING has been applied or any solar panels/solar film applied to the COATING, PAC makes no representations or other warranties whatsoever. ALL BASE METAL SUBSTRATES AND SOLAR PANEL/FILMS ARE SOLD AS IS. In addition, PAC makes no representations or otherwise warrants the weather tightness of the roofing panels, fascia, mansard, soffit and other building components referred to in Part I. Further, PAC is expressly to be held harmless for failures, leaks or consequential damages caused by the roofing panels, fascia, mansard, soffit or other building components.
- 2.) This warranty applies to the COATING installed on structures within the continental United States that have been exposed to normal weather and atmospheric conditions only. Failure of the COATING caused by exposure to harmful fumes, cement dust, falling sand, animal waste or its decomposition by-products, dust particles and other foreign substances in the air, chemical fumes, chemical sprays and installations with a proximity of less than a one-half mile radius from a seacoast, saltwater or other brackish water environment are all excluded from this warranty. In addition, this warranty does not apply to failure of the COATING caused by or as a result of fire, other accident or casualty, vandalism, radiation, falling objects, explosions, riots or acts of God. Also, the warranty is void for areas where materials / items such as snow guards, solar panels or solar films are attached to the COATING. In addition, the warranty is void if the COATING is perforated. Finally, this warranty does not apply to failure of the COATING caused by the following: damage incurred during shipment, improper storage, improper fabrication or improper installation, improper seaming techniques, surface scratches or other abrasions however caused, damage caused by contact with areas subject to water run-off from lead, copper or other incompatible flashings or areas in metallic contact with lead, copper or other dissimilar metals, damage caused by failure to provide free drainage of water, including internal condensation from overlaps, and all other surfaces of the roofing panels, fascia, mansard, soffit or other building components, damage caused by failure to remove debris or other accumulations of foreign substances from the surface of the roofing panels, fascia, mansard, soffit or other building components, damage caused by contact with green or wet lumber, damage caused by contact with or close proximity to damp underlayment, insulation, soil, vegetation or other corrosive materials and/or damage caused by use of unsuitable fasteners or flashings. Selection of suitable long-lasting fasteners as well as appropriate flashings rests solely with the OWNER.
- 3.) This warranty does not apply to failure of the COATING in the following additional circumstances: forming where the bend is tighter than 2T, forming which involves severe reverse bending, or which subjects the COATING to alternate compression and tension, roofing applications where the slope of the roof, or sections of the roof, are flatter than 1/2": 12", applications where the COATING is sheltered from periodic washing by natural rainfall such as underside eaves and soffits, or discoloration or damage to the COATING caused by failure to remove factory applied protective strippable film (where applicable).

PART III

- 1.) All claims filed under the provisions of this warranty must be presented by the OWNER to PAC, in writing, during the WARRANTY PERIOD and not more than thirty (30) days after discovery of any apparent defects, delivered by Registered or Certified mail to the following address:

Petersen Aluminum Corp.
1005 Tonne Rd.
Elk Grove Village, IL 60007
ATTN: Warranty Claims

In submitting a claim under the provisions of this warranty, it is the responsibility of the OWNER to provide adequate documentation of the COATING involved in the claim, including date of installation, name of installer and contractor (if different), PAC order number, PAC invoice number and proof of payment to PAC for all such materials included as part of the claim. In no event will any claims be honored under the provisions of this warranty if invoices from PAC have not been previously satisfied in full within PAC's standard credit terms. OWNER further agrees to allow PAC to inspect all such documentation.

- 2.) After receipt of claim from owner, PAC will be given a reasonable opportunity to examine or cause to be examined, the COATING claimed to be non-conforming. OWNER shall further use reasonable care to protect any disputed material until PAC has had time to conduct its own inspection and make disposition.
- 3.) If after inspection it is determined by PAC that the claim is valid under the terms of this warranty, then PAC agrees, at its option, to refinish, repair or replace the defective COATING on the following basis:
 - a. If the COATING is to be refinished then PAC shall bear the cost of materials and labor reasonably necessary to repaint those areas showing failure. Further, PAC shall use normal painting practices to apply a Kynar 500® or Hylar 5000® coating system or other suitable alternative. The choice of appropriate coating system to use rests exclusively with PAC.
 - b. In the case of repair or replacement of the defective COATING, PAC shall at its option, and F.O.B. PAC plant, furnish either replacement components or sufficient sheet to fabricate replacement components, for those areas of the building where the COATING is determined to be defective. However, in no event shall PAC be liable for the cost of labor expended by others on any nonconforming material or for any special, indirect or consequential damages to anyone by reason of the fact that such material may have been nonconforming.

This warranty shall apply to the part or parts of the COATING refinished, repaired or replaced by PAC, but only for the unexpired portion of the WARRANTY PERIOD applicable to the original COATING only. It will be at the discretion of PAC what appropriate measure shall be taken; that is whether the COATING should be refinished, repaired or replaced. However, in lieu of any of the foregoing alternatives PAC also reserves the right to refund to the OWNER a cash amount equal to PAC's original invoiced price of the nonconforming material as satisfaction in full for all claims under this warranty. In addition, should repair or replacement of the nonconforming materials necessitate the removal of solar panels/solar films PAC assumes no responsibility for either the original, replacement or reinstallation costs of these solar panels/solar films. At no time does this warranty confer upon the OWNER the right to refinish, repair or replace those areas of COATING under dispute without written notice and agreement by a duly authorized officer of PAC. Any unauthorized refinish, repair or replacement of the COATING shall result in this warranty becoming null and void.

PART IV

- 1.) Except as provided herein, PAC makes no warranty or guarantee, express or implied, including without limitation, WARRANTIES OF FITNESS AND MERCHANTABILITY. Further, OWNER acknowledges that PAC shall have no other liability to any other person, firm, or corporation with respect thereto, including, without limitations, any liability for indirect, consequential or resultant damages, whether based upon breach of warranty or negligence.
- 2.) PAC extends this warranty solely to the OWNER listed herein. This warranty is non-transferable and non-assignable.
- 3.) This warranty shall be subject to and shall be enforced and construed according to the laws of the State of Illinois. Any legal action to enforce or construe any portion of this warranty shall be brought in a Court of competent jurisdiction in Cook County, Illinois.
- 4.) If any provision of this warranty shall be held by any Court of competent jurisdiction to be invalid or unenforceable in whole or in part, the remaining provisions of this warranty shall be effective to the same extent as if such invalid or unenforceable provision had never been contained herein.
- 5.) PAC reserves the right to terminate this warranty at any time upon thirty (30) day written notice. However, termination shall not affect the rights accruing to the OWNER prior to such termination.
- 6.) Both the supplier of the PAC COATING and the applicator thereof have made certain warranties to PAC which are similar to the warranties made by PAC to the OWNER under this limited warranty. In the event that the supplier and or applicator (or its successors or assigns) of the coating can no longer perform, or is not willing to perform, its obligations to PAC, then the limited warranty contained herein shall be of no further force or effect.
- 7.) The terms hereof shall constitute the entire agreement and understanding of the parties hereto respecting the subject matter hereof and no provision or statement contained at any time in any other writing, including without limitation, OWNERS, customers and/or contractors purchase orders, architects specifications or PAC's acceptance forms shall be effective to change the provisions hereof, unless contained in a subsequent agreement, in writing, signed by both the OWNER and PAC expressly stating that it is intended thereby to modify or supplement this instrument.

PETERSEN ALUMINUM CORPORATION

By: 

*** Not valid without Authorized Signature***

Date: November 21, 2022

Fluropon® is a registered trademark of The Valspar Corporation
Hylar 5000® is a registered trademark of Ausimont USA, Inc.

Kynar 500® is a registered trademark of Atochem N.A.
PAC-CLAD® is a registered trademark of Petersen Aluminum Corporation

MAINTENANCE BOND

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address):

Grand Traverse Construction, LLC
1714 Northern Star Drive
Traverse City, MI 49696

SURETY (Name and Address of Principal Place of Business):

Western Surety Company- South Dakota Corporation
1515 N Franklin Street
Chicago, IL 60606

OWNER (Name and Address):

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

CONTRACT

Date: November 10, 2021

Amount: \$423,339.00 (Four Hundred Twenty Three Thousand Three Hundred Thirty Nine and 00/100 Dollars)

Project Description (Name and Location): Garfield Township Roof Project

BOND

Date (1 year from date of Acceptance by the Municipality):

Amount: \$423,339.00 (Four Hundred Twenty Three Thousand Three Hundred Thirty Nine and 00/100 Dollars)

Bond Number: 30106733

Surety and Contractor, intending to be legally bound hereby, subject to the following terms, to each cause this Maintenance Bond to be duly executed on its behalf by its authorized officer, agent or representative.

KNOW ALL MEN BY THESE PRESENTS,
That we, Grand Traverse Construction, LLC

Western Surety Co as Principal, (hereinafter called **Principal**), and
as Surety (hereinafter called **Surety**),
are held and firmly bound into _____
Charter Township of Garfield

as Oblige (hereinafter called **Obligee**), in the
penal sum of Sixty Nine and 50/100 Dollars
Two Hundred Eleven Thousand Six Hundred
Dollars \$ 211,669.50 for the
payment whereof Principal and Surety bind
themselves, their heirs, executors, administrators,
successors, and assigns, jointly and severally,
firmly by these presents

WHEREAS, said Principal has by written
Agreement, dated October 24, 2022
entered into a Contract with said Oblige for Garfield Township Roof Project

in accordance with the General Conditions, the
Drawings and Specifications, which Contract is
by reference incorporated herein, and made a part
hereof, and is referred to as the Contract..

NOW, THEREFORE, the condition of this
obligation is such that, if said Principal shall
maintain and remedy any defects due to faulty
materials or workmanship, and pay for any
damage to other Work resulting therefrom, and
additional expense which shall appear within a
period of 1 year(s) from the date of
acceptance by the municipality of the Work

Project Name

Maintenance Bond

provided for in the Contract, then this obligation to be void; otherwise to remain in full force and effect.


PROVIDED, HOWEVER, that said Obligee shall give Principal and Surety notice of observed defects with reasonable promptness.

Signed and sealed this 24th day of October, 2022

CONTRACTOR AS PRINCIPAL
Company: (Corp. Seal)
Grand Traverse Construction, LLC

SURETY
Company: (Corp. Seal)
Western Surety Company

Signature: 
Name and Title:

Signature: 
Name and Title: Kathleen J Bendickson, Attorney in Fact
(Attach Power of Attorney)

Darek Purgiel, Vice President of Estimating
(Space is provided below for signatures of additional parties, if required).

CONTRACTOR AS PRINCIPAL
Company: (Corp. Seal)

SURETY
Company: (Corp. Seal)

Signature: _____
Name and Title: _____

NOTE: Date of Bond must not be prior to date of Substantial Completion. If Contractor is a Partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the Project is located.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Gary L Chouinard, Travis T Beynon, Kathleen J Bendickson, Nancy A Carlson, Beth A McCardel, Individually

of Traverse City, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 28th day of July, 2021.



WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 28th day of July, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026



M. Bent
M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 24th day of October, 2022.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

Form F4280-7-2012

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

AFFIDAVIT OF COMPLETION/CONSENT OF SURETY

Grand Traverse Construction, LLC

Name of Contractor
1714 Northern Star Drive, Traverse City, MI 49696


Address of Contractor Charter Township of

being duly sworn, deposes and says that they entered into a Contract with Garfield on the 10th day of November, 20 21, for the Garfield Township Roof Project Project.

Contractor further says that the said Contract has been completed and all indebtedness incurred by him to Subcontractors, Suppliers, and laborers in their employ has been paid in full. Contractor further says that there are no outstanding or pending Claims, Liens or actions in Law involving this Contract. Contractor further says this affidavit is furnished as an inducement to the Owner to make final payment on said Contract.

WITNESSES:

Ashley Meewes
Ashley Meewes
Print

SIGNED: 
Darek Purgiel, Vice President of Estimating
Print

Subscribed and sworn to before me this 31st day of October, 20 22.

Ashley A. Meewes
Print Name
Ashley A. Meewes
Notary Public Sign

SEAL

My commission expires: 8/1/27

CONSENT OF SURETY

We, as Surety on the above-described Contract, hereby give our consent to the payment to the Contractor as indicated.

NAME OF SURETY COMPANY: Western Surety Company

PERFORMANCE AND PAYMENT BOND NO.: 30106733

Date: 10/24/2022

Signed: 
Name: Kathleen J. Bendickson, Attorney in Fact

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Gary L Chouinard, Travis T Beynon, Kathleen J Bendickson, Nancy A Carlson, Beth A McCardel, Individually

of Traverse City, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 28th day of July, 2021.



WESTERN SURETY COMPANY

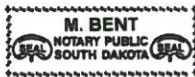
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 28th day of July, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 24th day of October, 2022.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Form F4280-7-2012

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Authorizing By-Law

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

RESOLUTION TO AMEND THE BUDGET

RESOLUTION #2022-43-T

BE IT HEREBY RESOLVED, THAT budget amendment to increase line item 101-747-880.003 Community Promotions in General Fund (101) by \$5,000 and take it from General Fund (101) line item 101-000-695.100 be approved.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2022-43-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-43-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Lanie McManus, Clerk

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

RESOLUTION TO AMEND THE BUDGET

RESOLUTION #2022-44-T

BE IT HEREBY RESOLVED, THAT budget amendment to increase line item 101-900-970.002 Capital Outlay-Township Hall in General Fund (101) by \$10,000 and take it from General Fund (101) line item 101-000-695.100 be approved.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2022-44-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-44-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Lanie McManus, Clerk

Charter Township of Garfield**Engineering Report / Construction Update****December 7, 2022****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 has been on hold due to high bid prices / volatile market. 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.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Project is done and closed out

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 McCrea groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received

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 its 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. Project is on hold due to high bid price received.

*Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation to include watermain replacement (Plastic C900) with PRV replacement proposed.

C2R2 Grant - West (Long Lake Township) to connect Black Bear Farms: EGLE Grant and GFA contract have been approved. GFA completed survey work in December and now proceeding with design. We are coordinating with contractors on scheduling as there may be some material supply delays so anticipating on bidding out for late summer / fall construction to accommodate. Project design is complete and EGLE permit issued. Project was put out for bids on 8/23 and have offered both late fall or spring 2023 construction to accommodate. Only 1 responsive bidder submitted, and prices came in higher than available grant funds (due to increased materials/ labor costs). Have until 12/24 to complete, contractor has held bid price and additional funding sources have been solicited. Included in your board packet is letter of recommendation to proceed.

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. McCrae / Cedar Tanks inspections have been completed with no major issues noted. Awaiting on final report from Dixon Engineering.

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 Station #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.

NW Silver Lake Sewer Extension

Recently interest (from Franciscos) to extend sanitary sewer along NW Silverlake Road was requested by property owners. Garfield Twp board approved GFA contract last month and currently conducting survey work. Design to be complete in mid-September to bid out spring 2023.

Birmley Estates

GFA is currently conducting flow monitoring in this area. There is a limited pipe section from Northern Star Drive to Garfield that is at / near capacity based upon recent growth projections and development. Flow monitoring will verify actual flows for future tracking and determine if adequate size or upgrades are needed.

General Utilities

Sewer / Water City Contracts

GFA, DPW and Township continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. In the upcoming future negotiations will be initiated to discuss terms of the 1987 contract.

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. The Township recently approved the EGLE DWRF Engineering report which will include completing the water study. This is to be done by July 2023.

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).

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. There continues to be interest from parcels along route and with Blair to service development (fire flow only). GFA and Township staff are currently working on cost sharing options and establishing a meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire.

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 contracts have been completed to retain GTC to complete the work. All work has been completed and closeout paperwork is in packet to approve.

Capital Improvement Projects

GFA continues working on capital improvement list and attended the February 23rd Joint Planning / Board meeting. The list will be utilized to assist with soliciting infrastructure funding that is upcoming. In addition, GFA has been monitoring the IJA infrastructure funds passed by the Federal Government and placed our ask to the local agency for them to pass along to our state representatives. Township recently submitted to EGLE our notice of intent to apply for a loan to implement projects. A presentation of the projects and loan process was conducted at a recent meeting to the board. GFAs proposal to complete Engineering Study that is required by EGLE to start process and was approved at last month's meeting. Report will be complete in July 2023.

Water and Sewer Rates

DPW is utilizing to conduct a rate analysis for the Township. GFA has been providing as needed assistance related to assets and values to assist.

County ARPA Funding Request

GFA worked with Township staff on applications to the county to request ARPA funds for Long Lake WM extension, Olesons Water Service Extension and Francisco Sewer Extension. Other projects are also in the ask but this is what is pertinent to water /sewer.

II. Parks & Recreation

East River Park – Capital 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. Project has been completed with some minor punch list items outstanding. Contractor to return this month to finalize.

GFA has been retained by the Township and currently working on Phase 2 of the park to include dog park and irrigation. Project was awarded to Walton Contracting and due to labor / material delivery delays will begin in late spring 2023.

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. A preconstruction meeting was held yesterday and project is intended to start next week (onsite utilities only).

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

GFA has been providing onsite construction inspection with all utilities installed. GFA is working with contractor on closeout paperwork / record drawings.

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

Watermain has been installed and GFA is currently working on closeout paperwork.

The Oaks

GFA has been providing onsite construction inspection with all utilities installed. GFA is working with contractor on closeout paperwork / record drawings.

BATA Facility

All permits have been issued and GFA is waiting on schedule from Developer. GFA will be providing full time inspection.

Marengo 31

Plans have been reviewed and approved and EGLE permit has been issued. GFA will provide full time inspection with work to begin when notified.

South 22

All permits have been issued and GFA is waiting on schedule from Developer. GFA will be providing full time inspection.

Britten, New Buildings (Cass Road)

GFA has completed final review of the plans related to water main extension to service the additional buildings and submitted to EGLE For permitting.

Birmley Hills Condo

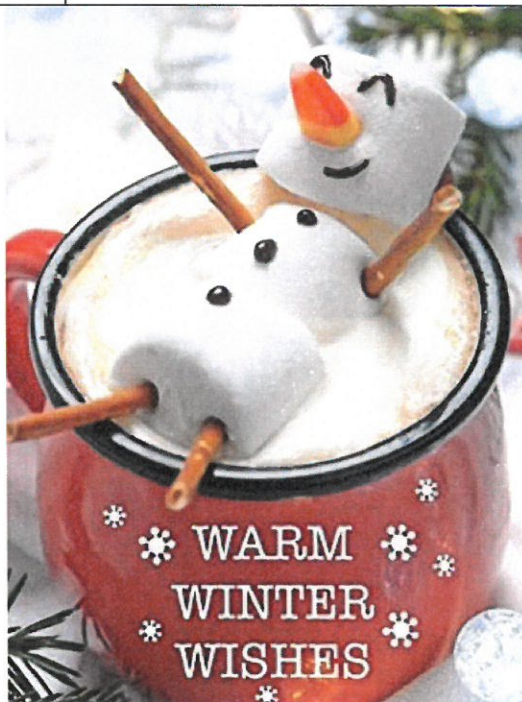
GFA has completed a final review of the plans related to water main and sewer extension to service the additional buildings. Final plans have been received and will be submitting to EGLE for permitting.

2021 & 2022 Storm Water & Private Road Plan Reviews

***list represents those still outstanding from 2021 and not approved**

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	Approved per 3/16 letter (final plans, agreements and permits to be submitted to Twp)
TCAPS Motntessori+C25:H50	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	Review letter sent 6/21/21
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	Approved per 8/6 letter (final plans with agreements and permits to be submitted to Twp)
Bonobo Storage Addition	Approved per email 8/10 (final plans with agreements and permits to be submitted to Twp)
Long Lake Development	Approved per email 1/6/22 (final plans with agreements and permits to be submitted to Twp)
Marengo 31	Letter sent 11-16-21 asking for additional confirmation and information. Maint agreement receive 1/6/22
3570 N US-31	Initial review sent to Afernandeze (Stonefield Eng) 02-02-2022
Unit 26 HIC -Bill Crain	Approved per email 2/24/22 (final plans with agreements and permits to be submitted to Twp)
Biggby	Approved per letter sent 5/6/22, Final plans with agreements and permits to be submitted to TWP
Extended Stay Hotel	Approved per letter 7/22/22, Final plans with agreements and permits to be submitted to Twp.
TCAPS West Seniro High School Athletic Facility	Approved per letter 5/27/22 (final plans with agreements and permits to be submitted to Twp)
Meijer	Approved per letter 7/19/22 (final plans with agreements and permits to be submitted to Twp)
Uhaul	Review Letter sent 7/19. Minor adjustments req. form SW aspect. Sanitary and Shared path info requested as well.
Walstrom Marine - New Building	Initial review email sent 5/20/22

Marsh Hyundai	Approved per letter 7/21/22
Action Water Sports	Approved per letter 7/21/22
Fox Motors SW Review	Approved per letter 8/29/22 (final plans with agreements and permits to be submitted to Twp)
TC Curling Center	Approved per letter 8/23/22 (final plans with permit and escrow)
Kensington West PURD	approved per cursory review letter 9/9/22
7 Brews - S Airport	Approved 11/17/22 (final plans with agreements and permits to be submitted to Twp)
7 Brews - US 31	Initial review sent 7/22/22
Britten New Building	Approved 10/28/22 conditional on EGLE and update Due Care
South 22 Plan Dev	Approved for Grading Permit 7/29/22- Awaiting submittal of calcs to continue. Expected 8/12
3566 N US -31 (Stone Field Eng)	Review letter sent 8/17. Follow up cursory review should be simple.
Premier Place - Bill Crain	Approved per letter 8/24/22 (final plans with agreements and permits to be submitted to Twp)
TC Hammond SW Review	Review letter sent 9/6/22 -Follow up cursory review should be simple.
1342 Industry Drive-Unit 17 HIC	Approved per letter 10/28 verifying 9/30 revisions met 9/19 review letter.
Rogers Property	Approved 11/4/2022 (final plans with agreements and permits to be submitted to Twp)
Logan Valey Storage	Approved 10/31/22 (final plans with agreements and permits to be submitted to Twp)
Brimley	Initial review sent 10/26, received additional info 11/17
Britten North Building	Initial review sent 10/31/22
Prince of Peace	Approved with conditions on the sanitary/water (final plans with agreements ect.)
Unit 25 HIC	Approved 10/31/22 (final plans with agreements and permits to be submitted to Twp) Approved for Grading Permit 10/26/22.
Fairfield Hotel	Approved 11/15/22 (final plans with agreements and permits to be submitted to Twp)
1389 Industry Drive - Concrete Central	Initial review email sent 11/28/22
Alpers Storage Unit	
Robertson SW Mod - Lot 67 Lonetree	



Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

November 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	3	0	4	24	0	1	28
02 Blair	25	0	4	37	2	16	41
03 East Bay	16	0	3	59	3	8	62
04 Fife Lake	4	0	0	8	0	1	8
05 Garfield	53	0	12	135	12	50	147
06 Grant	2	0	1	7	0	2	8
07 Green Lake	12	0	3	22	0	8	25
08 Long Lake	2	0	2	15	0	2	17
09 Mayfield	3	0	2	11	0	0	13
10 Peninsula	2	0	0	15	0	0	15
11 Paradise	3	0	6	14	0	1	20
12 Union	0	0	0	4	0	0	4
13 Whitewater	2	0	0	25	0	1	25
29 Fife Lake Vlg	0	0	0	2	0	0	2
30 Kingsley Vlg	1	0	0	4	0	1	4
66 Traverse City	3	0	1	4	2	32	5
84 Out of County	0	0	0	0	0	13	0
Totals	131	0	38	386	19	136	424
Garfield Twp %	40.5%	0.0%	31.6%	35.0%	63.2%	36.8%	34.7%

Ticket stats are based on what District Court has entered as of 12/05/22.

Arrest stats are as of 12/04/22.



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
 Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

Garfield Township NFIRS Incidents – November 2022

Incident Type	Count
Medical assist, assist EMS crew	245
Emergency medical service, other	33
Dispatched and cancelled en route	23
Motor vehicle accident with injuries	7
Alarm system activation, no fire - unintentional	6
Arcing, shorted electrical equipment	5
Assist invalid	4
Motor vehicle accident with no injuries.	4
No incident found on arrival at dispatch address	4
Unauthorized burning	3
Water Flow Alarm - unintentional	3
Carbon monoxide incident	2
Gas leak (natural gas or LPG)	2
Power line down	2
Smoke detector activation, no fire - unintentional	2
Smoke scare, odor of smoke	2
Assist police or other governmental agency	1
Brush or brush-and-grass mixture fire	1
Building fire / Dryer/Appliance Fire	1
CO detector activation due to malfunction	1
Cooking fire, confined to container	1
Defective elevator, no occupants	1
Extinguishing system activation	1
False alarm or false call, other	1
Passenger vehicle fire	1
Person in distress, other	1
Sprinkler activation, no fire - frozen pipes/heads	1
Sprinkler activation, no fire - unintentional	1
Tree Down	1
Grand Total	360



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Garfield Township EMS Incidents - November 2022

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	6	15	36	57
Difficulty Breathing / SOB	19	6	7	32
Cardiac Issues (Chest Pain)	22		1	23
Altered LOC	15		6	21
Invalid Assist/Lift Assist		1	14	15
General Weakness	3	1	10	14
Seizure	9		4	13
Medical Alarm		7	5	12
Abdominal Pain	4		6	10
Unresponsive	9	1		10
No Other Appropriate Choice	1	2	5	8
Psychiatric Problem/Suicide Attempt		1	7	8
Traumatic Injury	1	1	6	8
Hypotension / hypertension	1	1	5	7
Syncope/near-fainting	6	1		7
Vehicle Accident	7			7
Back Pain (Non-Traumatic)			6	6
Diabetic Emergency	2	2	2	6
Hemorrhage/Laceration	2	2	2	6
Nausea/Vomiting	2	1	3	6
Stroke/CVA	5			5
Alcohol intoxication	2		2	4
CPR	3			3
Headache	2		1	3
Lower Limb Swelling			3	3
Assist Other Agency			2	2
Carbon Monoxide		2		2
Cardiac Issues - No Chest Pain	2			2
Death - Priority 5			2	2
Infection			2	2
Pregnancy/Childbirth/Miscarriage	2			2
Urinary problem	1		1	2
Welfare Check	1		1	2
Allergic Reaction / Stings	1			1



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Assault	1			1
Choking	1			1
Electrocution/Lightning			1	1
Epistaxis (Nosebleed)		1		1
GI Bleed	1			1
Overdose - Unintentional	1			1
Patient Assist Only			1	1
Grand Total	132	45	141	318

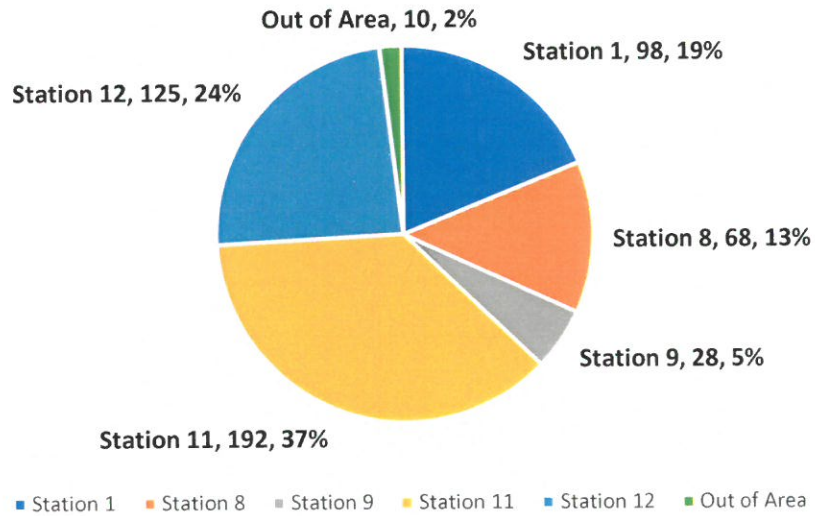


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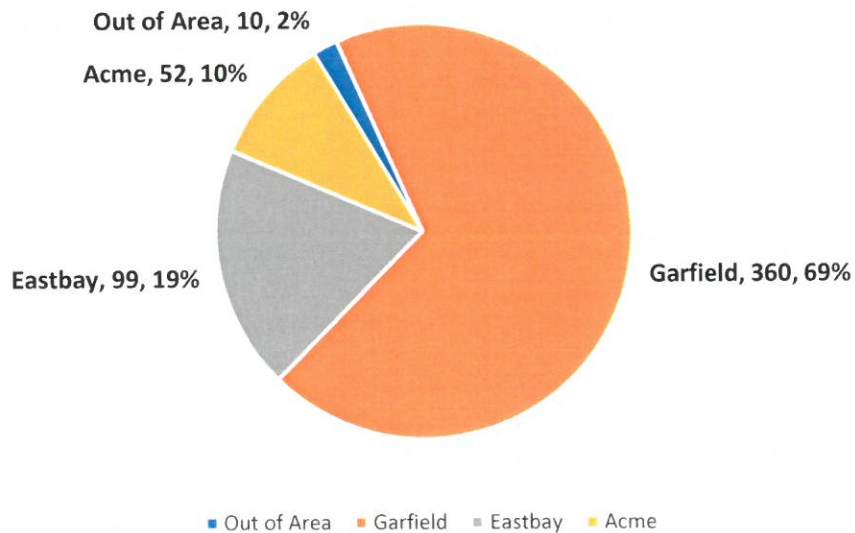
GTMESA - November 2022 Incidents by Station

521 Total



GTMESA - November 2022 Incidents

521 Total



Garfield Township Responses

November 2022

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	17	17
11-Choking	1	1
12-Convulsions/Seizures	14	14
13-Diabetic Problems	5	5
15-Electrocution /Lightning	1	1
17-Falls	68	68
18-Headache	3	3
19-Heart Problems / A.I.C.D.	6	6
1-Abdominal Pain/Problems	11	11
21-Hemorrhage/Lacerations	9	9
24-Pregnancy/Childbirth/Miscarriage	2	2
25-Psychiatric/ Abnormal Behavior/Suicide At	5	5
26-Sick Person (Specific Diagnosis)	75	75
27-Stab/Gunshot/Penetrating Trauma	1	1
28-Stroke (CVA)	5	5
29-Traffic/Transportation/Accidents	17	17
2-Allergies (Reactions)/Envenomations (Sting:	2	2
30-Traumatic Injuries (Specific)	3	3
31-Unconscious/Fainting (Near)	15	15
32-Unknown Problem (Man Down)	14	14
4-Assault/Sexual Assault	1	1
5-Back Pain (Non-traumatic or Non Recent Tra	5	5
6-Breathing Problems	31	31
7-Burns (Scalds) /Explosion	3	3
8-Carbon Monoxide/Inhalation/HazMat	1	1
9-Cardiac or Respiratory Arrest/Death	4	4
Total	319	319


Call Disposition	GT-Garfield	Total
Transport	203	203
Refusal	52	52
Cancelled	64	64
Total	319	319

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	78	78
P-2 Emergency BLS	197	197
P-3 Non-Emergent	41	41
P-18 Stage	3	3
Total	319	319

Garfield RT November 2022

Priority 1				
Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:01:00 - 00:01:59	2	2	2.90%	2.90%
00:02:00 - 00:02:59	2	4	2.90%	5.80%
00:03:00 - 00:03:59	3	7	4.35%	10.14%
00:04:00 - 00:04:59	10	17	14.49%	24.64%
00:05:00 - 00:05:59	10	27	14.49%	39.13%
00:06:00 - 00:06:59	7	34	10.14%	49.28%
00:07:00 - 00:07:59	14	48	20.29%	69.57%
00:08:00 - 00:08:59	7	55	10.14%	79.71%
00:09:00 - 00:09:59	4	59	5.80%	85.51%
00:10:00 - 00:10:59	3	62	4.35%	89.86%
00:11:00 - 00:11:59	3	65	4.35%	94.20%
00:13:00 - 00:13:59	2	67	2.90%	97.10%
00:14:00 - 00:14:59	1	68	1.45%	98.55%
00:20:00 - 00:20:59	1	69	1.45%	100.00%
Totals: Rows: 15	69	69		

Priority 2				
Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:01:00 - 00:01:59	8	8	5.19%	5.19%
00:02:00 - 00:02:59	5	13	3.25%	8.44%
00:03:00 - 00:03:59	13	26	8.44%	16.88%
00:04:00 - 00:04:59	18	44	11.69%	28.57%
00:05:00 - 00:05:59	18	62	11.69%	40.26%
00:06:00 - 00:06:59	23	85	14.94%	55.19%
00:07:00 - 00:07:59	22	107	14.29%	69.48%
00:08:00 - 00:08:59	6	113	3.90%	73.38%
00:09:00 - 00:09:59	11	124	7.14%	80.52%
00:10:00 - 00:10:59	7	131	4.55%	85.06%
00:11:00 - 00:11:59	6	137	3.90%	88.96%
00:12:00 - 00:12:59	4	141	2.60%	91.56%
00:13:00 - 00:13:59	3	144	1.95%	93.51%
00:14:00 - 00:14:59	5	149	3.25%	96.75%
00:15:00 - 00:15:59	1	150	0.65%	97.40%
00:17:00 - 00:17:59	1	151	0.65%	98.05%
00:18:00 - 00:18:59	1	152	0.65%	98.70%
00:20:00 - 00:20:59	1	153	0.65%	99.35%
00:22:00 - 00:22:59	1	154	0.65%	100.00%

 Charter Township of Garfield Planning Department Report No. 2022-110			
Prepared:	December 6, 2022	Pages:	2
Meeting:	December 13, 2022 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for December 2022		

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:

7Brew – Special Use Permit

- *Location:* 2537 N US 31 South, near South Airport Road (former PNC Bank site)
- *Development Description:* Proposed drive-through coffee shop
- *Status:* This application was introduced at the 7/13/2022 Planning Commission meeting and was initially tabled. Over the next few months, the applicant addressed concerns raised by the Planning Commission, responded to the comments on their traffic study, and worked with the neighboring property owner on improved access to the site. The Planning Commission held a public hearing on the application on 10/26/2022 and directed Staff to prepare Findings of Fact. The application was approved with conditions on 11/9/2022, but the Planning Commission will be reviewing a question on the Report and Decision Order on 12/14/2022.

Birmley Hills – Site Condominium

- *Location:* South of existing Birmley Hills Estates subdivision, south of Birmley Road
- *Development Description:* Proposed 35-lot single-family residential site condominium
- *Status:* The application was introduced at the Planning Commission meeting on 10/26/2022, and a public hearing was held on 11/9/2022. Commissioners directed Staff to prepare Findings of Fact for the 12/14/2022 meeting.

Northern Lakes Community Church / Loving Neighbors Preschool – Special Use Permit

- *Location:* 5444 Herkner Road, near intersection with North Long Lake Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application was introduced at the Planning Commission meeting on 11/9/2022 and a public hearing will be held at the 12/14/2022 meeting.

Church of the Living God / Traverse City Christian School ELC – Special Use Permit

- *Location:* 1514 Birmley Road, north side of Birmley Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application will be introduced at the Planning Commission meeting on 12/14/2022.

K1 Speed Indoor Kart Racing Center – Site Plan Review

- *Location:* 1212 South Airport Road, former Sears at Cherryland Center
- *Development Description:* Proposed kart racing indoor recreation facility
- *Status:* The application will be reviewed by the Planning Commission on 12/14/2022.

PLANNING:

Other Planning Department activities include the following:

- Staff is working with the Parks and Recreation Commission on an update to the Township's 5-Year Parks and Recreation Master Plan. The Michigan DNR requires an up-to-date Parks and Recreation Plan to be submitted by February 1 to be eligible for grants; the current Plan expires with the DNR on 12/31/2022. The Parks and Recreation Commission recommended adoption of the Plan at the 12/5/2022 meeting and motioned to notice the required 30-day public review period. The rest of the anticipated timeline is as follows:
 - 12/11/2022 – Notice in the newspaper of the 30-day public review period
 - 12/13/2022 – Township Board to set a public hearing on the plan for 1/10/2023
 - 12/18/2022 – Notice in the newspaper of the public hearing
 - 1/10/2023 – End of 30-day public review period
 - 1/10/2023 – Township Board to hold a public hearing on the Plan and adopt the Plan
 - 2/1/2023 – Deadline to submit final Plan to DNR

The 5-Year Parks and Recreation Master Plan will include the Grand Traverse Commons Natural Area Design Plan, which recently had its third public open house on 11/7/2022 at Kirkbride Hall. To capitalize on momentum from the planning process for the Commons Natural Area, Staff and the Parks and Recreation Commission will be working on the next steps to implement the projects from this Plan, including final engineering and continued discussions with stakeholders.

STAFF:

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Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

Everything is winterized.

Working next 2–3-year lawn care quotes.

Working on door locks and timer.

Need to replace men's countertop.

Roping off parking lots once snow is here to stay.

Contacted contractors of drop site for snow and sledding hill.

Commons

Pulled trail cameras

Pruned a few trails back.

Cleared down trees weekly from winds and rain.

Minor graffiti.

Walked property listed off N. Long Lake Rd.

Assisting with Master Plan and Planning Dept.

River East

Status quo and River East. More dog walkers getting the word out of the trails there.

Boardman Valley

Clearing multiple trees.

Replacing board walk boards.

Managing a beaver problem dropping trees.

Damaged kiosk roof. May relocate kiosk closer to trail head off parking lot.

Winterizing pickleball courts.

Miller Creek

More trees down. Cleared trees and fixed boardwalks.

Cleaned wind-blown trash after thaw.

Kid's Creek

More trees down on trails. Cleared trees.

Cleaned up one older encampment found in woods.

Buffalo Ridge Trail

Further talks with Ecoseeds and tree plantings in Spring.

Submitted November 30, 2022

Derek Morton

Sean Kehoe

Clerk's Report

For November 30, 2022

Submitted 12/07/22

User: Lanie PERIOD ENDING 11/30/2022

DB: Garfield 2022 ORIGINAL BUDGET AMENDED BUDGET YTD BALANCE 11/30/2022 ACTIVITY FOR MONTH 11/30/2022 AVAILABLE BALANCE

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,063,466.84	2,063,466.84	1,821,677.99	100.00	241,788.85
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	4,808.48	0.00	(4,308.48)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	500.00	500.00	1,128.42	0.00	(1,128.42)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	9,124.00	763.00	(124.00)
101-000-441.000	Local Community Stabilization Share Tax	35,000.00	35,000.00	47,169.98	0.00	(12,169.98)
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	9,173.37	0.00	(5,173.37)
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	438,504.00	11,309.00	(288,504.00)
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	20,450.00	2,200.00	(10,450.00)
101-000-476.002	MAINT INSPECTION FEES	50.00	50.00	7,714.00	0.00	(7,664.00)
101-000-476.003	TREASURER FEES	900.00	900.00	87.50	0.00	812.50
101-000-476.004	PARK USE FEES	0.00	0.00	6,685.00	0.00	(6,685.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	19,044.90	1,730.00	(4,044.90)
101-000-528.000	OTHER FEDERAL GRANTS	922,410.00	922,410.00	935,863.88	0.00	(13,453.88)
101-000-574.000	STATE SHARED REVENUE	1,504,000.00	1,504,000.00	2,147,999.00	0.00	(643,999.00)
101-000-574.001	STATE SHARED REV. - LIQUOR LA	22,000.00	22,000.00	23,505.90	13.75	(1,505.90)
101-000-574.002	EVIP DISTRIBUTION	58,600.00	58,600.00	49,442.00	0.00	9,158.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	3,147.09	178.73	1,852.91
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	18,087.50	0.00	6,912.50
101-000-656.000	Ordinance Enforcement Fees	700.00	700.00	200.01	66.67	499.99
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	63,178.38	2,240.01	(23,178.38)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	261,378.10	65,764.84	(11,378.10)
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	25,092.30	6,313.43	(3,092.30)
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(561,400.00)	0.00	561,400.00
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	359,980.15	105.00	(359,880.15)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	70.60	0.00	29.40
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	17,120.62	0.00	(120.62)
Total Dept 000		5,155,426.84	5,155,426.84	5,729,733.17	90,784.43	(574,306.33)
TOTAL REVENUES		5,155,426.84	5,155,426.84	5,729,733.17	90,784.43	(574,306.33)
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		5,155,426.84	5,155,426.84	5,729,733.17	90,784.43	(574,306.33)

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/22	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	84,682.61	84,682.61	74,911.46	6,514.04	9,771.15	88.46
101-215-701.302	WAGES - DEPUTY CLERK	54,693.00	54,693.00	48,382.34	4,207.16	6,310.66	88.46
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	5,630.00	0.00	(630.00)	112.60
101-215-726.000	SUPPLIES	1,500.00	1,500.00	258.46	40.97	1,241.54	17.23
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	2,106.09	37.00	3,893.91	35.10
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	490.00	150.00	210.00	70.00
Total Dept 215 - TOWNSHIP CLERK		153,875.61	153,875.61	131,778.35	10,949.17	22,097.26	85.64
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	625.00	0.00	875.00	41.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	2,125.00	0.00	4,075.00	34.27
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	84,682.61	84,682.61	74,911.46	6,514.04	9,771.15	88.46
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	54,693.00	54,693.00	48,382.34	4,207.16	6,310.66	88.46
101-253-726.000	SUPPLIES	2,500.00	2,500.00	473.37	0.00	2,026.63	18.93
101-253-726.001	POSTAGE	6,000.00	6,000.00	6,786.35	3,048.96	(786.35)	113.11
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	205.00	0.00	2,795.00	6.83
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	195.86	0.00	504.14	27.98
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	208.96	0.00	291.04	41.79
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	740.18	0.00	1,259.82	37.01
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	4,042.15	491.00	457.85	89.83
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	547.00	0.00	(47.00)	109.40
Total Dept 253 - TOWNSHIP TREASURER		164,475.61	164,475.61	136,492.67	14,261.16	27,982.94	82.99
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	38,162.57	2,560.00	1,837.43	95.41
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	1,530.32	149.98	469.68	76.52
Total Dept 258 - COMPUTER SUPPORT		45,000.00	45,000.00	39,692.89	2,709.98	5,307.11	88.21
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	3,791.60	265.95	(291.60)	108.33
101-265-850.000	TELEPHONE	18,000.00	18,000.00	12,574.83	1,076.74	5,425.17	69.86
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	9,550.43	799.29	2,449.57	79.59
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	2,077.88	143.33	3,922.12	34.63

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/22	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	9,937.67	936.14	4,062.33	70.98
101-265-935.601	SNOW FLOWING	10,000.00	10,000.00	2,650.00	0.00	7,350.00	26.50
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	6,837.70	1,174.00	3,162.30	68.38
101-265-935.603	CLEANING SERVICE	27,381.02	27,381.02	15,200.00	1,350.00	12,181.02	55.51
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	1,180.34	108.19	19.66	98.36
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	686.97	270.00	9,313.03	6.87
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,483.56	0.00	16.44	98.90
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	9,846.52	125.00	10,153.48	49.23
Total Dept 265 - TOWNSHIP HALL		136,081.02	136,081.02	75,817.50	6,248.64	60,263.52	55.71
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,400,000.00	1,400,000.00	1,278,394.23	327,214.44	121,605.77	91.31
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	1,278,394.23	327,214.44	121,605.77	91.31
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,688.32	17,688.32	15,661.82	1,361.90	2,026.50	88.54
101-371-701.703	WAGES - BUILDING OFFICIAL	87,508.80	87,508.80	77,411.56	6,731.44	10,097.24	88.46
101-371-701.704	WAGES - BUILDING INSPECTOR	25,750.00	25,750.00	18,646.50	1,720.50	7,103.50	72.41
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	459.33	163.93	540.67	45.93
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	62.00	0.00	938.00	6.20
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	0.00	655.00	34.50
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		134,947.12	134,947.12	112,586.21	9,977.77	22,360.91	83.43
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	2,500.00	125.00	700.00	78.13
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	125.00	1,075.00	66.41
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	125.00	1,075.00	66.41
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	2,375.00	125.00	825.00	74.22
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	2,625.00	250.00	575.00	82.03
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	99.00	0.00	24,901.00	0.40
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	5,066.38	65.50	933.62	84.44
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,127.80	27.80	(127.80)	112.78
101-400-901.000	ADVERTISING	2,000.00	2,000.00	1,146.15	285.90	853.85	57.31
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	467.75	74.00	1,532.25	23.39
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	384.00	0.00	616.00	38.40
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	24,541.08	1,453.20	34,858.92	41.31
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	82,781.14	82,781.14	73,229.47	6,367.78	9,551.67	88.46
101-401-701.901	WAGES - DEPUTY PLANNER	59,068.44	59,068.44	52,252.55	4,543.70	6,815.89	88.46
101-401-701.902	WAGES -PLANNER ASSISTANT	13,723.58	13,723.58	11,746.70	1,021.44	1,976.88	85.60
101-401-726.000	SUPPLIES	1,000.00	1,000.00	236.71	0.00	763.29	23.67
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	126.25	126.25	173.75	42.08
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	775.00	0.00	1,225.00	38.75

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/22	AVAILABLE BALANCE	% B DGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	2,157.89	645.09	2,842.11	43.16
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	767.89	0.00	232.11	76.79
Total Dept 401 - TOWNSHIP PLANNER		165,173.16	165,173.16	141,292.46	12,704.26	23,880.70	85.54
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	500.00	0.00	700.00	41.67
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	475.00	0.00	725.00	39.58
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	185.50	0.00	814.50	18.55
101-410-901.000	ADVERTISING	2,000.00	2,000.00	279.65	0.00	1,720.35	13.98
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	2,190.15	0.00	17,809.85	10.95
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	59,068.44	59,068.44	52,252.78	4,543.72	6,815.66	88.46
101-412-701.602	WAGES - ZONING CODE ENFORCER	27,809.60	27,809.60	26,151.32	2,776.40	1,658.28	94.04
101-412-726.000	SUPPLIES	1,000.00	1,000.00	307.00	0.00	693.00	30.70
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	281.25	0.00	1,718.75	14.06
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		90,678.04	90,678.04	78,992.35	7,320.12	11,685.69	87.11
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	46,955.27	4,919.63	49,044.73	48.91
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	46,955.27	4,919.63	49,044.73	48.91
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	30,000.00	0.00	(29,000.00)	3,000.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	10,783.63	0.00	9,216.37	53.92
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	63,945.55	0.00	36,054.45	63.95
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	107,729.18	0.00	17,320.82	86.15
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	3,064.28	527.35	(564.28)	122.57
101-806-863.000	OIL CHANGES	500.00	500.00	82.03	0.00	417.97	16.41
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	3,146.31	527.35	1,353.69	69.92

User: Lanie
 DB: Garfield
 PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/22	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	2,000.00	2,000.00	7,501.20	750.12	(5,501.20)	375.06
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	106,000.00	106,000.00	109,805.18	0.00	(3,805.18)	103.59
101-851-873.010	SOCIAL SECURITY - EMPLOYER	85,000.00	85,000.00	78,103.36	6,785.31	6,896.64	91.89
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	426,000.00	426,000.00	380,389.90	24,127.00	45,610.10	89.29
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,051.36	337.91	5,948.64	40.51
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	14,086.00	0.00	(86.00)	100.61
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	9,403.00	0.00	(1,403.00)	117.54
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		656,000.00	656,000.00	603,340.00	32,000.34	52,660.00	91.97
Dept 890 - CONTINGENCIES							
101-890-890.000	CONTINGENCIES	11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Total Dept 890 - CONTINGENCIES		11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	400,000.00	400,000.00	406,909.90	24,140.91	(6,909.90)	101.73
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	6,895.52	0.00	8,104.48	45.97
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		447,050.00	447,050.00	413,805.42	24,140.91	33,244.58	92.56
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	4,310,257.29	517,282.10	656,606.90	86.78
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	4,310,257.29	517,282.10	656,606.90	86.78

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP
 PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	3,875.00	625.00	1,325.00	74.52
308-000-701.906	Parks Steward	27,809.60	27,809.60	24,600.80	2,139.20	3,208.80	88.46
308-000-701.907	Park Steward 2	22,089.60	22,089.60	19,466.46	1,699.20	2,623.14	88.13
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	400.00	400.00	419.83	0.00	104.96	104.96
308-000-825.000	Const. & Land (Grant, Equip)	0.00	0.00	68.40	68.40	(68.40)	100.00
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BYNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	9,503.30	9,503.30	0.00	0.00	9,503.30	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	97,190.00	97,190.00	61,339.50	5,177.74	35,850.50	63.11
308-000-970.000	CAPITAL OUTLAY	460,000.00	460,000.00	151,322.14	16,073.00	308,677.86	32.90
Total Dept 000		639,692.50	639,692.50	261,092.13	25,782.54	378,600.37	40.82
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	4,784.20	4,784.20	3,623.49	337.62	1,160.71	75.74
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		4,784.20	4,784.20	3,623.49	337.62	1,160.71	75.74
TOTAL EXPENDITURES		644,476.70	644,476.70	264,715.62	26,120.16	379,761.08	41.07
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		644,476.70	644,476.70	264,715.62	26,120.16	379,761.08	41.07



December 6, 2022

Garfield Township Board of Trustees
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Re: Charter Township of Garfield
Letter of Recommendation for the Cedar Run Water main Extension
GFA #21391

Dear Township Board:

We have reviewed the bids received on Tuesday August 23, 2022 for the above referenced project. The Sole responsive bidder to the project and their bid price is summarized as follows:

	Elmer's
Total Price Alternate A- November 2022 Completion	\$N/A
Total Price Alternate B –June 2023 Completion	\$1,389,275.00

This project was originally initiated in 2019 with interest from both Black Bear Farms and Long Lake Township to locate an alternate water source for this area that struggles with high concentrations of Nitrates in the drinking water. In 2020 the Township applied for a Consolidation and Contamination Grant (C2R2) from the Michigan Department of Great Lakes and Energy (EGLE) and in 2021 was notified of the award. The engineer estimate for the project at that time was \$1,029,800.

Upon review of the bid price, the total project came in higher than the original 2020 engineers estimate. Gourdie-Fraser evaluated the received bid and inquired with the bidder to provide some explanation for price discrepancy and high prices. From our experience in the current bidding market, equipment and material prices have increased driving up the overall project costs. More importantly, lack of available labor and materials and fuel price increases also are contributing to the increased bid price received. This was supported by the lack of bids submitted for this project. Typically, the Township receives on average two (2) to three (3) competitive bids from local contractors whereas this project there was one (1).

Therefore, considering the information presented above and unpredictability the market has presented, it is our recommendation that the Township accept the received bid to complete the project. Elmers has committed to their original bid price coupled with the regional importance of this project, additional funding to address the gap is being requested from the County through their ARPA application which we are optimistic to receive in the near future. GFA will continue to monitor, administer, and inspect this project to confirm and verify compliance and also value engineer to reduce further costs as applicable.

Please contact me if you have any questions.

Very truly yours,
Gourdie-Fraser, Inc.
JENNIFER GRAHAM, P.E., PROJECT MANAGER

BACKGROUND

Below are the bids I obtained for lawn care services (mowing, landscaping, and fertilizing) at the Township Hall, Woodmere Medians, South Airport Road Medians, and Silver Lake Recreation Area. In speaking with other lawn care companies, manpower is still an issue and they were hesitant to bid on township services.

Premier Outdoors	Mowing Totals	\$18,860	Recommend
	Fertilizing Totals	\$17,700	
Landgreen Lawn Care	Mowing Totals	DID NOT BID	
	Fertilizing Totals	\$10,140	Recommend
Northern Green Lawn	Mowing Totals	\$49,749	
	Fertilizing Totals	\$18,000	
Johnson Outdoors	Mowing Totals	\$41,250	
	Fertilizing Totals	\$15,100	

STAFF COMMENT:

I spoke with both the owners of Premier Outdoors and Landgreen Lawn Care to make sure they can communicate well with mowing & fertilization applications. Both owners indicate they will continue to communicate well with each other and Garfield Township Staff.

ACTION REQUESTED:

After discussion with the Township Board, it is suggested to approve Premier Outdoors for the mowing/landscape portion of the lawn care bid

and Landgreen Lawn Care for the fertilization program for 2023-2024 Summer Season with a third year option.

MOTION TO approve Premier Outdoors for the mowing/landscape bid & Landgreen Lawn Care for the fertilization bid for Garfield Township Properties.

ATTACHMENTS:

- 1) Bids sheet summary.

LAWN CARE BIDS 2023-2024

(third year option to adjust)

Premier Outdoors

Township Office	per cut \$ 80	Seasonal \$ 1,920
Township Office Clean Up / Maintenance		\$ 55/hr.
SLRA	per cut \$ 575	Seasonal \$ 13,800
SLRA Fertilizing	per app \$ 3,700	Seasonal \$ 14,800
SLRA Sports Fields	per app \$ 1,450	Seasonal \$ 2,900
Logan's Landing Medians		
	Per cut \$ 120	Seasonal \$ 2,880
Woodmere Islands	per cut \$ 60	Seasonal \$ 1,440
Woodmere Landscape		Seasonal \$ 55/hr.
Mow & Landscape Totals:	\$18,860	Fertilizing Totals: \$ 17,700

Northern Green Lawn

Township Office	per cut \$ 90	Seasonal \$ 2,160
Township Office Clean Up / Maintenance		\$ 2,485
SLRA	per cut \$ 1,632	Seasonal \$ 39,168
SLRA Fertilizing	per app \$ 3,216	Seasonal \$ 16,080
SLRA Sports Fields	per app \$ 960	Seasonal \$ 1,920
Logan's Landing Medians		
	Per cut \$ 180	Seasonal \$ 4,320
Woodmere Islands	per cut \$ 58	Seasonal \$ 696
Woodmere Landscape		Seasonal \$ 920

Mow & Landscape Totals: \$ 49,749 Fertilizing Totals: \$ 18,000

Johnson Outdoors

Township Office per cut \$75 Seasonal \$2,100

Township Office Clean Up / Maintenance \$ 1,950

Township Office Fertilizing per app \$ 3,900

SLRA per cut \$ 1,400 Seasonal \$ 30,000

SLRA Fertilizing per app \$ 1,650 Seasonal \$ 8,000

SLRA Sports Fields per app \$ 1,650 Seasonal \$ 3,200

Logan's Landing Medians

Per cut \$ 225 Seasonal \$ 5,400

Woodmere Islands per cut \$ 150 Seasonal \$ 1,800

Woodmere Landscape Seasonal \$ 2,500

Mow & Landscape Totals: \$41,250 Fertilizing Totals: \$15,100

Landgreen Lawncare

Township Office	per cut \$	Seasonal \$
Township Office Clean Up / Maintenance		\$
Township Office Fertilizing	per app \$ 147	Seasonal \$ 735
SLRA	per cut \$	Seasonal \$
SLRA Fertilizing	per app \$ 1,536	Seasonal \$ 7,680
SLRA Sports Fields	per app \$ 620	Seasonal \$ 1,240
Logan's Landing Medians		
	Per cut \$	Seasonal \$
Woodmere Islands	per cut \$	Seasonal \$
Woodmere Landscape		Seasonal \$
Woodmere Fertilizing	per app \$ 97	Seasonal \$ 485

Mow & Landscape Totals: Did not bid Fertilizing Totals: \$ 10,140

CHARTER TOWNSHIP OF GARFIELD

2023 GENERAL FUND BUDGET - RESOLUTION 2022-31-T

WHEREAS, a hearing was held on December 13, 2022 on the General Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 General Fund Budget of the Charter Township of Garfield of \$5,079,579.36 revenues and \$5,079,579.36 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-31-T, adopting the 2023 General Fund Budget of \$5,079,579.36 revenues and \$5,079,579.36 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-31-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-31-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 FIRE FUND BUDGET - RESOLUTION 2022-32-T

WHEREAS, a hearing was held on December 13, 2022 on the Fire Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Fire Fund Budget of the Charter Township of Garfield of \$2,802,160 revenues and \$2,802,160 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-32-T, adopting the 2023 Fire Fund Budget of \$2,802,160 revenues and \$2,802,160 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-32-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-32-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD**2023 PUBLIC IMPROVEMENT ROAD FUND BUDGET - RESOLUTION 2022-33-T**

WHEREAS, a hearing was held on December 13, 2022 on the Public Improvement Road Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Public Improvement Road Fund Budget of the Charter Township of Garfield of \$100,000 revenues and \$100,000 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-33-T, adopting the 2023 Public Improvement Road Fund Budget of \$100,000 revenues and \$100,000 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-33-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-33-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 BUDGET STABILIZATION FUND BUDGET - RESOLUTION 2022-34-T

WHEREAS, a hearing was held on December 13, 2022 on the Budget Stabilization Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Budget Stabilization Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-34-T, adopting the 2023 Budget Stabilization Fund Budget of \$ 0.00 revenues and \$ 0.00 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-34-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-34-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 DPW FUND BUDGET - RESOLUTION 2022-35-T

WHEREAS, a hearing was held on December 13, 2022 on the DPW Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 DPW Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-35-T, adopting the 2023 DPW Fund Budget of \$ 0.00 revenues and \$0.00 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-35-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-35-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 PARK SYSTEM FUND BUDGET - RESOLUTION 2022-36-T

WHEREAS, a hearing was held on December 13, 2022 on the Park System Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Park System Fund Budget of the Charter Township of Garfield of \$643,503.91 revenues and \$643,503.91 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-36-T, adopting the 2023 Park System Fund Budget of \$643,503.91 revenues and \$643,503.91 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-36-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-36-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 STREET LIGHT FUND BUDGET - RESOLUTION 2022-37-T

WHEREAS, a hearing was held on December 13, 2022 on the Street Light Fund Budget for the fiscal year 2022 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Street Light Fund Budget of the Charter Township of Garfield of \$29,955 revenues and \$29,955 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-37-T, adopting the 2023 Street Light Fund Budget of \$29,955 revenues and \$29,955 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-37-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-37-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD**2023 SPECIAL ASSESSMENT DISTRICT FUND BUDGET - RESOLUTION 2022-38-T**

WHEREAS, a hearing was held on December 13, 2022 on the Special Assessment District Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Special Assessment District Fund Budget of the Charter Township of Garfield of \$65,000 revenues and \$65,000 expenditures be approved.

Moved:

Supported:

to approve Resolution 2022-38-T, adopting the 2023 Special Assessment District Fund Budget of \$65,000 revenues and \$65,000 expenditures as appropriated.

Roll call vote:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2022-38-T adopted this 13th day of December, 2022.

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-38-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Date

Lanie McManus, Clerk

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

RESOLUTION #2022-39-T

RESOLUTION ADOPTING TOWNSHIP CLERK’S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Clerk is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Clerk shall be as follows: \$90,610.39.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-39-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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2022-40-T

RESOLUTION ADOPTING TOWNSHIP TREASURER’S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Treasurer is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Treasurer shall be as follows: \$90,610.39.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-40-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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

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

8.m.

RESOLUTION #2022-41-T

RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Supervisor is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Supervisor shall be as follows: \$90,610.39.

Moved: Supported

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-41-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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2022-42-T

RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – "Hard Caps" Option – limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 – "80%/20%" Option – limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 – "Exemption" Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Charter Township of Garfield Board of Trustees has decided to adopt the annual Exemption Option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED that Board of Trustees of the Charter Township of Garfield elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption Option for the medical benefit plan coverage year January 1, 2023 through December 31, 2023.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-42-T DECLARED ADOPTED.

By:

Lanie McManus, Clerk
Charter Township of Garfield

Municipal Underwriters of West MI
4171 Wolverine Drive
Williamsburg, MI 49690
Toll Free 888-883-6391
Local 231-421-500

December 8, 2022

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

Dear Lanie:

Enclosed you will find a Summary of Coverage's and an Invoice for **Charter Township of Garfield's** insurance renewal through the **Michigan Township Par Plan**. The renewal date is **01/01/2023**.

Presently, the structure of the Par Plan is better than ever, consisting of US Specialty Insurance Company. US Specialty Insurance Company's operating strategy is based on prudent capital management, and specializes in insuring specialty market business like the Michigan Township Participating Plan's program.

The Michigan Township Par Plan Grant Program is also available to all members, to date, **\$2,200,000** has been provided back to our members for the grant program. I am please to announce that your 2022 dividend was **\$ 452.36**.

The quoted premium is **\$16,743.00**. The is an increase of **15%** over last year's beginning premium of **\$14,086.00**. The increase is driven by a number of factors market conditions, social inflation, substantially increasing reinsurance costs, and increased loss costs. This past year in the United States storm damage accounted for **\$90,000,000,000** in losses which is effecting the reinsurance placement market and making premiums rise.

If you have any questions regarding your insurance coverage's, please do not hesitate to contact me at **888-883-6391**. Your continued confidence of the Michigan Township Participating Plan is appreciated. It's been a privilege to have served **Charter Township of Garfield's** insurance needs for the past **37** years. Your business is appreciated and important.

Sincerely,



Paul W. Olson
Regional Risk Manager
MUWM

AUTOMOBILE CERTIFICATE OF NO FAULT PROTECTION

Entity Name: **GARFIELD CHARTER TOWNSHIP** NAME AND ADDRESS OF COMPANY

Entity Number: MI11067
Policy Number: M23MTP80073-04

U.S. Specialty Insurance Company
13403 Northwest Freeway
Houston, TX 77040

Effective date: 01/01/2023
Expiration Date: 01/01/2024

An authorized Michigan insurer, certifies that is has issued a policy complying with Act 294, P.A. 1972, as amended for the described motor vehicle.

NAME OF AGENCY

By  _____
Authorized Representative

HCC Public Risk
MUNICIPAL UNDERWRITERS OF WEST MI, INC.
(888)883-6391

on this 07 12 2022
Day Month Year

Year Description Vehicle Identification Number

Covers all vehicles owned by the member

Number of Vehicles: 4

Warning: Keep this certificate in your vehicle at all times. If you fail to produce it upon a police officer's request, you will be responsible for a civil infraction.

PENALTY FOR OPERATION WITHOUT INSURANCE

Michigan Law (MCLA 500.3101) requires that the owner or registrant of a Motor Vehicle registered in this state must have insurance or other approved security for the payment of no-fault benefits on the vehicle at all times. An owner or registrant who drives or permits a vehicle to be driven upon a public highway without proper insurance or other security is guilty of a misdemeanor.

An owner or registrant convicted of such misdemeanor shall be fined not less than \$200.00 nor more than \$500.00, or imprisoned for not more than 1 year, or both.

THIS FORM MUST BE PRESENTED AS EVIDENCE OF INSURANCE WITH YOUR APPLICATION FOR LICENSE PLATES, EITHER BY MAIL OR AT ANY SECRETARY OF STATE LICENSE PLATE BRANCH OFFICE. A PERSON WHO ISSUES OR SUPPLIES FALSE INFORMATION TO THE SECRETARY OF STATE OR USES AN INVALID CERTIFICATE OF INSURANCE IS GUILTY OF A MISDEMEANOR PUNISHABLE BY IMPRISONMENT FOR NOT MORE THAN 1 YEAR, OR A FINE OF NOT MORE THAN \$1,000.00, OR BOTH.

**MICHIGAN
TOWNSHIP
PARTICIPATING
PLAN**

**SUMMARY OF COVERAGES
FOR
CHARTER TOWNSHIP OF GARFIELD 2023**

Presented By:
PAUL OLSON- RISK MANAGER
Municipal Underwriters of West MI Inc.

SUPPORT/SERVICE COMPANIES

MARKETING AND SERVICE:

Municipal Underwriters of Michigan, Inc.
935 Robin Hood Lane
Grayling, MI 49783
(517) 348-6391 LOCAL
(888) 883-6391 MICHIGAN WATTS

TECHNICAL ADMINISTRATION:

Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, MI 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

RISK CONTROL ADMINISTRATION

Midwest Risk Control
1700 Opdyke Court
Auburn Hills, MI 48326
(248) 371-3100 - LOCAL
(800) 536-7425 - MICHIGAN WATTS
(248) 371-3069 - FAX

CLAIMS ADMINISTRATION

HCC Public Risk Claims
1700 Opdyke Court
Auburn Hills, MI 48326
(800) 225-6561 - MICHIGAN WATTS
(248) 371-3091 FAX

Municipal Underwriters of West MI Inc.

I. COMPREHENSIVE MUNICIPAL LIABILITY COVERAGE:*

Limit of Liability Per Occurrence	\$ 4,000,000
Limit of Liability Per Aggregate	\$ 6,000,000
Deductible	\$ None

ADDITIONAL INSURED:

1. **Any** member of the governing body of the Named Insured
2. **Any** member of boards or commissions of the Named Insured
3. **Any** elected or appointed official of the Named Insured
4. **Any** employee of the Named Insured – Including **Contracted Assessor**
5. **Any** volunteer

ADDITIONAL INCLUDED COVERAGES:

1. Public Officials **RESIDENCE AND PLACE OF EMPLOYMENT**
2. Premises Medical Payments - \$10,000 Limit/Volunteers Included
3. Host Liquor Law Liability
4. Special Events Liability - Fireworks Liability by Endorsement
5. Governmental Professional Malpractice Liability
6. Incidental Medical Malpractice Liability
9. Employee Benefit Liability \$1,000,000/ \$3,000,000
10. Extended Bodily Injury and Property Damage Liability
11. Completed Operations
12. Property Legal Liability - \$500,000 Limit
13. Premises and Operations
14. Care, Custody and Control Coverage - \$25,000 per occurrence
15. Explosion, Collapse and Underground (exclusions deleted)
16. Vicarious Liability
17. Fellow Member Liability
18. Governmental Tort Immunity Waiver
19. Non-Owned and Hired auto liability coverage
20. Non-Owned and Owned Watercraft Liability-under 26'in length
21. Personal Injury Protection Includes:
 - A. FALSE ARREST, DETENTION OR IMPRISONMENT
 - B. MALICIOUS PROSECUTION
 - C. WRONGFUL ENTRY OR EVICTION OR OTHER INVASION OF THE RIGHT OF PRIVATE OCCUPANCY
 - D. LIBEL, SLANDER, ORAL OR WRITTEN PUBLICATION
 - E. MENTAL ANGUISH & MENTAL INJURY

Municipal Underwriters of West MI Inc.

**PUBLIC OFFICIALS WRONGFUL ACT LIABILITY
(Errors & Omissions)**

Limit of Liability Per Occurrence:	\$ 4,000,000
Limit of Liability Aggregate:	\$ 5,000,000
Deductible:	\$ 1,000

The following are areas of exposure to public officials and employees, which most generally are covered by a legal liability policy:

1. A decision or opinion of the municipal board
2. A decision or opinion of the fire & ambulance department
3. A decision or opinion of the zoning or planning board and zoning board of appeals
4. Restrictive Use Sublimit (\$100,000) Suits for loss resulting from the Insured controlling or restricting the use of private property, while not taking legal ownership of said property, we will cover such claims or suits subject to the sublimit.
5. Decisions or opinions of Building, Electrical, Plumbing Inspectors and Contracted Assessors
6. Alleged negligence or incompetence on the part of any public official or employee including the failure to carry out duties.
7. Accusations regarding mismanagement of municipal owned assets
8. Inadequate supervision of voter registration & elections
9. Improper hiring or firing of employees
10. Failure to check auditing & accounting practices
11. Violation of Civil Rights: Civil Rights are defined as "means the deprivation of any rights, privileges, or immunities secured by the Constitution and laws, including discrimination based upon religion, race, color, national origin, age, gender (including sexual harassment, unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct or communication of a sexual nature), height, weight, disability, or marital status"
12. Back Wages- \$25,000 per person
- 13 Non Monetary Damage Coverage \$25,000 Per suit/\$50,000 Per Policy Limit

Note: Failure of assured to provide or maintain valid insurance policies is not a covered exposure.

Municipal Underwriters of West MI Inc.

II. FLEET LIABILITY COVERAGE:

LIMITS

A. Bodily Injury & Property Damage [CSL]	\$ 4,000,000
B. Personal Injury Protection	Statutory
C. Personal Property Insurance	\$ 4,000,000
D. Uninsured Motorists	\$ 100,000
E. Non-owned & Hired Auto Liability	\$ 4,000,000
F. Mini-Tort Liability	\$ 500
G. Underinsured Motorists	\$ 100,000

III. FLEET PROPERTY COVERAGE:

Property limit \$ 82,202.00

A. Comprehensive	\$ 500 ACV Deductible, Actual Cash Value
B. Collision	\$ 500 Deductible, ACV, Broadened

IV. INLAND MARINE COVERAGE:

Providing **ALL RISK, REPLACEMENT COST COVERAGE** for property and equipment while on or off the premises. **NO CO-INSURANCE**

Property limit \$ 125,000.00
Deductible \$ 500

SEE ATTACHED SCHEDULE

Playground Equipment \$50,000
Misc. Township Property \$75,000

List of Vehicle

ID	NEW COST	COMP. DED.	COLL. DED.	YEAR	DESCRIPTION	VIN NO.	VEHICLE TYPE	AUX RUNNING LIGHTS	ANTI-THEFT DEVICE	FIVE MPH BUMPER	TRACTION CONTROL	ANTI-LOCK	GARAGE ZIP CODE	ISO AUTOMOBILE TERRITORY
	\$19,928	\$1,000	\$1,000	2014	FORD Escape FWD	8654	2-Trucks, Vans-ACV	false	None	false	false	false	49684	26
	\$28,718	\$1,000	\$1,000	2015	FORD SRW SUPER DUTY PU	8554	2-Trucks, Vans-ACV	false	None	false	false	false	49684	26
	\$23,856	\$1,000	\$1,000	2016	Ford f-150 Pick Up	7996	2-Trucks, Vans-ACV	false	None	false	false	false	49684	26
	\$9,700	\$1,000	\$1,000	2022	7X14 Cougar Trailer Parts	5832	13-Trailers-ACV	false	None	false	false	false	49684	26

Municipal Underwriters of West MI Inc.

V. PROPERTY [FIRE] COVERAGE:

Total Blanket Building and Contents Limit	\$ 7,736,978.00
Deductible	\$ 500
Per Schedule on File with company	

A. Inflation Guard - 2.5% per quarter

B. Special Municipal Property Endorsement to include:

1. Personal Property off Premises - \$100,000
2. Personal effects of Employees - \$ 1,000 per person
3. Transportation - \$50,000 Limit
4. Accounts Receivable- \$250,000
5. Flood Coverage- \$100,000, Earthquake Coverage- \$1,000,000
6. Sewer Backup First Party- \$25,000
7. Pollutant Clean-up & Removal- \$10,000
8. Business Income - \$500,000
9. Extra Expense Coverage - \$500,000 Limit - No deductible
10. Newly Acquired Property - \$1,000,000, Contents \$250,000, 180 Days
11. Law and Ordinance Coverage- Actual Sustained Loss
12. Power Surge Coverage - \$25,000
13. Glass Coverage-No Deductible applies
14. Tree Removal - \$500 per tree and \$1500 annual aggregate on covered losses
15. Underground Pipes, Flues or Drains- \$1,000,000
16. Fire Hydrants are covered for up to four losses at \$3,500 each. More coverage is available if scheduled

VI. VALUABLE PAPERS AND RECORDS COVERAGE*:

Broad Form Coverage for the reconstruction of valuable papers and records **\$250,000** year round limit of protection with \$0 deductible.

*** NOTE: Higher limits available upon request.**

List of Properties

BUDG.	DISTANCE FEET	PAC LOC	STREET ADDRESS	CITY	STATE	ZIP	COUNTY	POK	RC	BLDG. TIM	CONJ TIM	MINI SUB	BUILDING Valuation	YEAR	RE	SPE BLD.	SPRINK	REMARK FROM BANKS/AG/REED	SOFT VAL	ROOFER VAL	ADDRESS DISTRICT
3	false	0	3848 Veterans Drive Township Hall	Traverse City	MI	49684	Grand Traverse County	10-Offices	2- Joisted Masonry	\$4,902,805.00	\$457,846.00	\$0.00	RC	2004	100 - Administrative Office		false	false	16123	RC	
1	false	0	3000 Albany	Traverse City	MI	49684	Grand Traverse County	15-Fire/Police	2- Joisted Masonry	\$1,643,359.00	\$63,195.00	\$0.00	RC	1974	925 - Firehall		false	false	9752	RC	
1	false	0	3000 Racquet Club Dr Ymca	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	1-Frame	\$252,779.00	\$0.00	\$0.00	Func.	1974	800 - Rental House		false	false	45600	RC	
2	false	0	3000 Racquet Club Drive	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	1-Frame	\$54,100.00	\$0.00	\$0.00	RC	1980	800 - Rental House		false	false	784	RC	
1	false	0	East Silver Lake Road Park	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	2- Joisted Masonry	\$228,205.00	\$0.00	\$0.00	RC	2006	615 - Rest Rooms		false	false	900	RC	
2	false	0	East Silver Lake Road Park	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	1-Frame	\$55,320.00	\$0.00	\$0.00	RC	2006	614 - Pavilion		false	false	1440	RC	
3	false	0	East Silver Lake Road Park	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	1-Frame	\$27,338.00	\$0.00	\$0.00	RC	2009	614 - Pavilion		false	false	400	RC	
4	false	0	East Silver Lake Road Park	Traverse City	MI	49684	Grand Traverse County	11- Parks/Recreation	1-Frame	\$52,031.00	\$0.00	\$0.00	RC	2009	614 - Pavilion		false	false	960	RC	

VII. CRIME COVERAGE:

- A. Limit of Coverage - \$ **100,000**
- B. "Broad Form" Money & Securities
- C. Inside Coverage:
- D. Outside Coverage:
- E. Money Order and Counterfeit Paper Currency
- F. Depositors' Forgery
- G. Locations to Include:
 - 1. All Officials Homes
 - 2. Place of Employment
 - 3. Banking Facility

VIII: PUBLIC OFFICIAL BONDS*

Treasurer	\$50,000
Deputy Treasurer	\$15,000
Clerk	\$10,000
Deputy Clerk	\$10,000
Supervisor	\$ 5,000
Assistant Treasurer	\$25,000
BLANKET BOND	\$100,000

NOTE: THE ABOVE BONDS ARE INCLUDED AT NO ADDITIONAL CHARGE

ADDITIONAL POSITIONS AND HIGHER LIMITS AVAILABLE
(Those who collect money or fees should be bonded)

*** NOTE: Higher limits available upon request.**

Municipal Underwriters of West MI Inc.

X. LAW ENFORCEMENT PROFESSIONAL LIABILITY COVERAGE:

Limit of Liability Per Occurrence	\$ 0
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

- A. PERSONAL INJURY
- B. WRONGFUL ACT
- C. HOT PURSUIT ENDORSEMENT

XI. BUSINESS ELECTRONIC EQUIPMENT COVERAGE:

- A. Combined Media and Extra Expense Coverage - \$ 100,000
- B. Computer and Communication Coverage- **\$252,000**
- C. System Breakdown Coverage Endorsement
 - 1. Mechanical Breakdown; Machinery Breakdown
 - 2. Short Circuit; Blow out; other Electrical Disturbance
 - 3. Electrical or Magnetic Injury

XII. BOILER AND MACHINERY:

- A. Repair of Replacement Coverage Included
- B. Direct Damage Coverage as follows: Unfired Pressure Vessels, Motors and Centrifugal Pumps. Internal Combustion Engines, Generators and
- C. Miscellaneous Electrical Apparatus

Deductible of \$ 1,000 Applies Limits \$ 7,736,978.00

XIII. Cyber Liability: No coverage

SEE ATTACHED

Municipal Underwriters of West MI Inc.

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY (FIRE)	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. CYBER LIABILITY	

TOTAL PAR-PLAN ANNUAL PREMIUM: \$16,743.00

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.



Charter Township of Garfield

Grand Traverse County

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

CHUCK KORN
 SUPERVISOR

LANIE MCMANUS
 CLERK

CHLOE MACOMBER
 TREASURER

MOLLY AGOSTINELLI, TRUSTEE
 STEVE DUELL, TRUSTEE

CHRIS BARSHEFF, TRUSTEE
 DENISE SCHMUCKAL, TRUSTEE

November 30, 2022

Synopsis of committee applications:

Our expiring members have all indicated a desire to serve another term. We have five committee appointments that would require a board choice. After reviewing the applications and consulting with staff, we feel that all applicants are acceptable and we appreciate their desire to serve.

- (1) Planning Commission Choose 2
 - Joe McManus (*)
 - Pat Cline (*)
 - Fern Spence
- (2) GT Metro Fire Member Board Choose 3
 - Steve Duell (*)
 - Denise Schmuckal
 - Molly Agostinelli (Alternate) (*)
 - Chris Barsheff (*)
- (3) Parks & Recreation Committee Choose 4
 - a. Replacement for Lynn Fricke who resigned – term expires 12/31/24
 - Denise Schmuckal (*)
 - Fern Spence (*)
 - Art Bukowski (*)
 - William Scott

Standing Committees

- (4) Personnel Committee Choose 2
 - Lanie McManus (*)
 - Chris Barsheff (*)
 - Denise Schmuckal
- (5) TTCI – Traverse Transportation Coordinating Initiative Choose 1
 - John Sych (*)
 - Denise Schmuckal

(*) Incumbent

Applicants for Board Appointments by Committee for-

		"Red" is Expiring		Term Expires-	Applicants- for 2023	Incumbent	Term/yrs	Application on file	Apply for Committee	Apply for Alternate	
Current Board- 2022	Term Expires-	Applicants- for 2023	Incumbent	Term/yrs	Application on file	Apply for Committee	Apply for Alternate				
Planning Commission (7) Member Board, (0) Alternates Term: 3 yrs, TB 4 yrs per State statute	Molly Agostinelli (TBR)	11/20/24					4			N/A	
	Joe McManus (VC)	12/31/22			Joe McManus	Y	3	10/12/2022		N/A	
	Joe Robertson (S)	12/31/23					3			N/A	
	John Racine (C)	12/31/23					3			N/A	
	Chris Degood	12/31/24					3			N/A	
	Robert Fudge	12/31/24					3			N/A	
	Pat Cline	12/31/22				Pat Cline	Y	3	10/4/2022	N/A	
					Fern Spence	N		10/22/2022		N/A	
GT Metro Fire (2) Member Board, (2) Alternates Term: TB 1 yr	Chuck Korn (Sup.)	12/31/22			Chuck Korn		1				
	Steven Duell (TB)	12/31/22			Steve Duell	Y	1	10/12/2022			
	Molly Agostinelli (TB-A1)	12/31/22			Molly Agostinelli(A)		1	11/22/2022			
	Chris Barsheff (TB-A2)	12/31/22			Chris Barsheff	Y	1	11/22/2022			
					Denise Schmuckal	N			10/25/2022		
					Bob Fudge	Y	1	10/6/2022			
Zoning Board of Appeals (5) Member Board, (2) Alternates Term: 3 yrs, TB 1 yr	Robert Fudge (PC Rep)	12/31/22					3				
	Kent Rozycki (VC)	12/31/23					3				
	Rick Smith (C)	12/31/22			Rick Smith	Y	3	10/7/2022			
	Lynn Fricke	12/31/22			Lynn Fricke	Y	3	11/8/2022			
	Scott Swan	12/31/23					3				
	Steve Duell (Alternate)	12/31/24			Steve Duell	Y	3	10/12/2022		(member or alt.)	
Board of Review (3) Member Board, (1) Alternates Term: 2 yrs	Gary Rousseau*	12/31/22					2				
	Cherry Wolf	12/31/22			Cheryl Wolf	Y	2	10/13/2022			
	Jim Chrestensen	12/31/22			Jim Chrestensen	Y	2	10/6/2022			
	Daniel Ladd (Alternate)	12/31/22			Daniel Ladd	Y	2	10/6/2022			
	* Resigned Feb 2022										
Parks & Recreation Comm. (7) Member Board, (0) Alternates Term: 3 yrs, TB 1 yr	Denise Schmuckal (TBR)	12/31/22			Denise Schmuckal	Y	1	10/25/2022		N/A	
	Fern Spence (VC)	12/31/22			Fern Spence	Y	3	10/22/2022		N/A	
	Chris Remy (S)	12/31/24					3			N/A	
	Chris DeGood (C-PC Rep)	12/31/24					3			N/A	
	Art Bukowski	12/31/22			Art Bukowski	Y	3	11/15/2022		N/A	
				Andrew Hoort			3			N/A	
				Lynn Fricke			3			N/A	
				Resigned 11/8/22			3			N/A	
				William Scott	N		3	10/3/2022		N/A	

Standing Committees: (Continued)

	Current Board- 2022	Term Expires-	Applicants- for 2023	Incumbent	Term/ysrs	Application on file	Apply for Committee	Apply for Alternate
Election Committee (1) Clerk, (2) TB Members Term: 3 yrs, TB 1 yr	Lanie McManus Molly Agostinelli Denise Schmuckal	Fixed 12/31/22 12/31/22			Fixed 1 1	11/22/2022 10/25/2022		N/A N/A N/A
Law Enforcement Comm. (1) Supervisor, (1) TB Member Term: 3 yrs, TB 1 yr	Chuck Korn (Sup.) Denise Schmuckal	Fixed 12/31/22		Y	Fixed 1	10/25/2022		N/A N/A N/A N/A
Ethics Committee (1) Supervisor, (2) TB Members Term: 3 yrs, TB 1 yr	Chuck Korn Denise Schmuckal Chris Barsheff	Fixed 12/31/22 12/31/22		Y Y	Fixed 1 1	10/25/2022 11/22/2022		N/A N/A N/A N/A N/A
Code Enforcement Officer (1) Zoning Administrator (1) Building Code Official (2) Zoning Enforcement	Michael Green Carl Studzinski Derek Morton Sean Kehoe	12/31/22 12/31/22 12/31/22 12/31/22			1 1 1			N/A N/A N/A N/A N/A
Grand Trav. County Commission	Chuck Korn Lanie McManus	12/31/22 12/31/22			1 1			N/A N/A N/A N/A
Grant Trav. Co. Road Commission	Chuck Korn John Sych	12/31/22 12/31/22			1 1			N/A N/A N/A N/A
TTCI "Trav. Transportation Cord. Initiative"	Chuck Korn John Sych	Fixed 12/31/22		Y N	1 1	10/25/2022		N/A N/A N/A N/A

Rec'd 10/3/22

September 13, 2022

Mr. Chuck Korn, Supervisor
3848 Veterans Drive
Traverse City, Michigan 49684

Mr Korn -

I am writing to apply for a position on the Garfield Township Parks and Recreation Commission.

I have served twice on the Garfield Township Parks and Recreation Commission (GTPRC). I have also served on the Hickory Meadows Advisory Committee and the Safe Routes to School Committee. I am currently a Trail Ambassador for Tart Trails.

I have a Bachelors and Masters Degree in Recreation and Parks Administration from Central Michigan University. As part of my Masters degree, I wrote the Recreation Master Plan for the City of Lapeer, Michigan.

I feel I contributed much to GTPRC in the past, and would like to contribute more in the future.

Thank you for your consideration.

Sincerely,



Bill Scott



Charter Township of Garfield

3848 Veterans Drive, Traverse City, MI 49684
Phone: (231) 941-1620 Fax (231) 941-1588
www.garfield-twp.com

Board Appointment Application

Thank you for your interest in serving on a board, commission or committee. Your participation helps to promote our high quality of life and thriving community. If you are not selected at this time, your application will be kept on file for one year and considered if additional openings occur.

Boards/Commissions/Committees

Please check the Board/Commission you are interested in serving

- Board of Review (2 years)
- Building Code of Appeals (2 years)
- GT Commons Joint Planning Commission (3 years)
- Joint Recreation Authority (3 years)
- Parks and Recreation Commission (3 yrs, 1 yr TB)
- Planning Commission (3 yrs, 1 yr TB)
- Zoning Board of Appeals (3 yrs, 1 yr PC)

This section is for Trustees only (all 1-year terms)

- GT Metro Emergency Services Board
- TIC1

Standing Committees

- | | |
|---|--|
| <input type="checkbox"/> Building & Grounds | <input type="checkbox"/> Law Enforcement |
| <input type="checkbox"/> Election | <input type="checkbox"/> Northern Nexus |
| <input type="checkbox"/> Ethics | <input type="checkbox"/> Personnel |
| <input type="checkbox"/> Finance | |

Personal Information

Name: William Scott

Residential Address: 3701 Westridge Ct. Traverse City, Michigan 49684
(Street) (City) (State) (Zip)

Email Address: tcrunner@gmail.com

Preferred Phone No.: 231-360-7558 Additional Phone No.: _____

Occupation: Retired (if retired, please provide your career)

Acknowledgement

I acknowledge that:

1. If appointed, I will comply with all statutory and other requirements and obligations of my appointment;
2. If I cease to comply with such requirements, I automatically forfeit said appointed position;
3. I hold no position or appointment which is a conflict of interest with the appointed position applied for. Should a conflict of interest arise, I will promptly inform the board or commission.
 - a. I shall inform the department head/staff prior to any meeting at which I have a possible conflict of interest that may restrict my participation in said meeting;
 - b. I will always avoid the appearance of conflict between public duties and personal interests and activities in all township public forums, pursuant to state law and township policies; and
 - c. I will not allow my personal relationships or views to affect my responsibilities to the residents I represent;
4. As a public officer (servant), I shall not engage in a business transaction with or contractual relationship to any board or commission that I am on, in which (as public officer) I may profit from, according to MCL 15.322 Public Act 317 of 1968, Contracts of Public Servants with Public Entities;
5. To the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking; and
6. If appointed, I am committed to attend all duly noticed board or commission meetings. In the event I am not able to attend a scheduled meeting, I will notify the chairman of my absence to allow them enough time to notify an alternate member to attend.

I agree and understand the responsibilities of accepting this position.

William Scott
(Signature)

9/13/22
(Date)

FOR NONINCUMBENTS – GO TO PAGE 2



Charter Township of Garfield

3848 Veterans Drive, Traverse City, MI 49684
Phone: (231) 941-1620 Fax (231) 941-1588
www.garfield-twp.com

Board Appointment Application – Page 2

Nonincumbents – please complete this page

Name: William Scott

I am at least 18 years of age: Yes No Citizen of: United States of America

Employment and Education

Employer: Please see attached resume Phone: _____

Indicate nature of your work: _____

Title: _____

Educational level and degrees received or other work experience that may be beneficial for this position:

Parks and Recreation Administration, BA and MA, Central Michigan Univeristy.

Recreation Supervisor , City of Novi. Various Volunteer work.

Current and previously held appointments and/or elected positions

I presently hold the following appointments and/or elected positions (include title and appointment or election date):

Previously held appointments and/or elected positions (include title and dates of service):

Parks and Recreation Commission 2020-2021, 2010-2012

Do you foresee any potential conflicts of interest while executing the duties of this position? If so, explain:

None.

Letter of interest and resume

Before submitting your application, please be sure to attach a brief letter indicating the following:

- Why are you applying for a township board or committee seat?
- How do you believe your appointment would benefit the township?
- Describe your involvement in the community on a board/committee or in another volunteer capacity.
- Any other helpful information relevant to your application.

While it is not required, a resume is helpful in the recruitment process for Township boards and commissions.

*Please return your application, letter of interest and optional resume to Chuck Korn, Supervisor,
3848 Veterans Drive, Traverse City, MI 49684. If you have any questions, please feel free to contact our office at (231) 941-1620*

William N. Scott Jr.
3701 Westridge Ct.
Traverse City, Michigan 49684
(231) 360-7558
tcrunner@gmail.com

HIGHLIGHTS

- Customer Service Oriented
- Able to adapt to new environments
- 30 years in the Information Technology field

EMPLOYMENT EXPERIENCE

- September 2021 to Present Customer Service – *Grand Traverse Bay YMCA – Traverse City, Michigan*
- Greet members entering facility.
 - Answer phone calls.
 - Provide facility tours to potential members.
- February, 2017 to April, 2020 Customer Service – *uBrew / Fresh Coast Beer Works – Traverse City, Michigan*
- Provide beer brewing knowledge to customers.
 - Serve beer to Customers
- August, 2016 to May, 2017 Merchandiser - *Southern Glazer's Wine and Spirits*
- Ensure that product is properly displayed.
 - Provide customer support.
- September, 2003 to May, 2016 Technology Technician *Traverse City Area Public Schools – Traverse City, Michigan*
- Provided hardware and software support on-site and remotely at multiple schools.
 - Used Active Directory, Deep Freeze and Dameware Utilities to manage computers and users.
 - Help Desk responsibilities.
 - Assisted other Technology Technicians as needed.
- June, 2003 to August, 2003 Technology Assistant *Traverse City Area Public Schools – Traverse City, Michigan*
- Assisted Technology Technicians in preparations for the upcoming school year.
- April, 2003 to June, 2003 Computer Lab Aide *Traverse City Area Public Schools – Traverse City, Michigan*
- Monitored and assisted students in computer labs at East Junior High School
 - Assisted Technology Technician as needed.
- February, 1995 to February, 2003 Information Systems Coordinator *Grand Traverse Stamping – Traverse City, Michigan*
- Performed hardware installation and repairs, desktop support for Microsoft Office
 - Oracle Software Implementation Team Leader.
 - MRP Implementation Team Leader, EDI Coordinator, and QS9000 Auditor.
 - Previously Unix System, Novell Network, and cc:Mail Administrator.
- January, 1987 to January, 1995 Senior Programmer / Analyst *Electro-Wire Products, Inc. - Dearborn, Michigan*
- Proficient in Progress, InfoBasic, and UniVerse programming languages.
 - Designed Common Scheduling Interface (MRP) program.
 - Projects emphasized inventory control, production control and purchasing in a multi-plant automotive manufacturing environment.
- October, 1984 to December, 1986 Sales Clerk *Total Runner, Inc. - Southfield, Michigan*
- Customer consultation.
 - Shipping and receiving, purchased accessory items, defective materials returns.
 - Race Services Director.
- May, 1980 to September, 1984 Recreation Supervisor *City of Novi, Michigan*
- Organized and supervised recreation programs for youth and adults.
 - Hired and supervised seasonal personnel, and recruited and trained volunteers.
 - Prepared and implemented program budgets.
 - Coordinated program brochure preparations and issued publicity releases.

EDUCATION

- August, 1983 *Central Michigan University – Mt. Pleasant, Michigan*
- Master of Arts Degree in Recreation and Parks Administration.
 - 3-month internship writing the Recreation Master Plan for the City of Lapeer, Michigan
- December, 1978 *Central Michigan University – Mt. Pleasant, Michigan*
- Bachelor of Arts Degree in Recreation and Parks Administration.
 - Course work emphasized business administration and public relations and included 30-week internship with the City of Troy, Michigan Parks and Recreation Department.

TRAINING

- 2015 *Northwest Michigan College – Traverse City, Michigan*
- Windows 10
- 1996 to 2002 *Northwest Michigan College – Traverse City, Michigan*
- Microsoft Access, Excel, PowerPoint, Project and Word, QS9000 Auditor, AutoCAD
- 2006 to 2008 *Traverse Bay Area Intermediate School District - Traverse City, Michigan*
- Linux, Network Design, and Microsoft Active Directory
- August, 2000 *Netlink Business Solutions – Traverse City, Michigan*
- Windows NT Administration
- June, 1996 *Unisys Corporation – Atlanta, Georgia*
- Unix SVR4 System Administration
- May, 1996 *Microage Computer Center – Traverse City, Michigan*
- Novell Netware 3.1x Administration
- October, 1992 *Progress Software Corporation*
- Master Progress and Programming in Progress
- 1986 to 1988 *Oakland Community College – Farmington Hills, Michigan*
- Business Computer Programming Course work included Cobol and Pascal (15 credits)
- February, 1984 *North Carolina State University – Wheeling, West Virginia*
- School of Sports Management

VOLUNTEER EXPERIENCE

- 1993 to 1994 *Walled Lake Public Schools - Walled Lake, Michigan*
- Volunteer Coach Boys Basketball
- 1995 to 1996 *Grand Traverse YMCA - Traverse City, Michigan*
- Volunteer Coach Coed Soccer.
- 1996 to 2015 *Traverse City Area Public Schools – Traverse City, Michigan*
- Cross Country and Track and Field Coach. Elementary and Middle School.
- 2003 to 2009 *Northern Lakes Community Church – Traverse City, Michigan*
- 2008 to 2015
- Adult Leader - Summer Challenge Camp leader. Chaperone for junior / senior high mission trips.
 - Safe Harbor co-organizer
- 2007 to 2012 *Traverse City Area Public Schools – Traverse City, Michigan*
- Safe Routes to School Committee to make it safe and fun for children to walk or bike to school.
- 2008 to 2011 *Grand Traverse County, Michigan*
- Hickory Meadows Advisory Committee
- 2010 to 2012,
2020 to 2021 *Garfield Township, Michigan*
- Garfield Township Parks and Recreation Commission



Charter Township of Garfield

Grand Traverse County

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

2023 CHARTER TOWNSHIP OF GARFIELD MEETING DATES

The regular meeting dates of the Township Board of the Charter Township of Garfield are scheduled for the second and fourth Tuesday of each month at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan:

Regular Meeting

January 10, 2023	July 11, 2023
January 24, 2023	July 25, 2023
February 14, 2023	August 8, 2023
February 28, 2023	August 22, 2023
March 14, 2023	September 12, 2023
March 28, 2023	September 26, 2023
April 11, 2023	October 10, 2023
April 25, 2023	October 24, 2023
May 9, 2023	November 14, 2023
May 23, 2023	November 28, 2023
June 13, 2023	December 12, 2023
June 27, 2023	

Lanie McManus, Clerk
 3848 Veterans Drive
 Traverse City, MI 49684
 Ph: (231) 941-1620

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.