

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, September 25, 2018 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

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 – September 11, 2018 Board Meeting (Recommend Approval)

b. Bills -

General Fund	\$ 37,528.77
(Recommend Approval)	

c. Consideration of Resolution 2018-30-T, a resolution supporting HB 4986
(Recommend Approval)

- d. Application for Progress Payment No. 5 for NW Water Project for DN Tanks, Inc. in the amount of \$8,730 (Recommend Approval)
- e. Consideration of Closeout and Acceptance documents for Traditions at Ashland Park (Recommend Approval)

4. Items Removed from the Consent Calendar

5. Correspondence

- a. Email from Larry and Diana Hathaway regarding Silver Lake Recreation Area

6. Reports

- a. Construction Report
- b. GT Metro Fire Report
- c. County Commissioner's Report
- d. Personnel Committee Report
- e. Treasurer's Report
- f. Northflight EMS Report
- g. Supervisor's Report

7. Unfinished Business

- a. Public Hearing - 2018 Tax Rate Request
- b. Public Hearing – Charter Township of Garfield Master Plan – Consideration of Resolution 2018-34-T, a resolution to adopt Charter Township of Garfield 2018 Master Plan, in accordance with the Provisions of Act 33 of the Public Acts of 2008, as amended

8. New Business

9. Public Comment

10. Other Business

11. Adjournment

Lanie McManus, Clerk

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

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
September 11, 2018**

Supervisor Korn called the Town Board Meeting to order on September 11, 2018 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Dan Walters

Staff Present: Rob Larrea, Eric Perdonik

1. Public Comment (6:01)

Tom Cash of Hillview Drive asked about volunteer activities in the Township.

2. Review and Approval of the Agenda - Conflict of Interest (6:02)

Schmuckal moved and Blood Law seconded to approve the agenda as presented.

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

Nays: None

3. Consent Calendar (6:03)

a. Minutes

August 28, 2018 (Recommend Approval)

b. Bills

General Fund	\$27,259.64
(Recommend Approval)	

c. Building Department News (Receive and File)

d. 2018 Tax Rate Request – Introduce and Schedule for public hearing on September 25, 2018

e. PD 2018-97 Minor Revision to Ordinance No. 72 Floodplain Management Ordinance – Introduce and schedule for public Hearing on October 9, 2018

Duell asked to remove Consent Calendar Item 3.c.

Agostinelli moved and Schmuckal seconded to approve the Consent Calendar as amended.

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

4. Items removed from the Consent Calendar (6:05)

a. Building Department News

Duell pointed out that the Insurance Services Office (ISO) recently evaluated Garfield Township's building department and it was given the A rating in the highest category. Garfield's Building department is ranked in the top 13% statewide and top 15% for the entire country.

Duell moved and McManus seconded to Receive and File the Building Department news.

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

5. Correspondence (6:07)

a. Grand Traverse Conservation District Report for August

6. Reports

a. Sheriff's Report (6:07)

Lt. Chris Barsheff said 40% of the 1,541 calls in August were from Garfield Township. The number of calls increased 18 from July, but decreased overall from last year. Barsheff conducted an NMC staff active shooter training and is working on some community goodwill items such as a picnic at Carson Square. The traffic sign near the park on East Silver Lake Road showed no significant traffic issues. He worked with Metro Fire on Concept Task Force which allows EMS and Fire to work together on a critical incident. Barsheff is working on parking issues near the soccer fields.

b. County Commissioner's Report (6:44)

County Administrator Nate Alger spoke to the Board and thanked them for their collaboration in the Community Policing matter.

c. Personnel Committee Report (6:21)

Schmuckal reported that Judith Battle is retiring and Amy Simon will take over her position. A new Office Coordinator will be hired. The employee handbook is being reviewed and finalized.

d. Clerk's Report 6:23

McManus said that she will be gathering information for a budget amendment for the Parks. Absentee ballots are coming in and she will hire a part time person to help with the absentee ballots.

e. Supervisor's Report 6:25

Korn said that the Vista Manor neighborhood is concerned about frequent power outages in their subdivision. He will meet with the utility area manager and the

Township Engineer to discuss the problem in the future. He attended an East-West Corridor meeting. The County Commission meeting to discuss adding a new Community Police Officer (CPO) went well. GT Metro's attorney issued an opinion stating that the 4-2 vote regarding the funding of Station 9 was in fact legal.

The Metro Board will determine where the funds for the new bunk room will come from.

f. Parks and Recreation Commission Report (6:37)

Schmuckal said the last Parks Commission meeting went well and that the crack and seal fill looks great. They received lots of suggestions for next year. Larrea said they are still waiting on crack and seal at the basketball courts and that the Parks Commission should budget for an enclosure around the wellhead. He added that there is a well-worn path from the pavilions to the restrooms to the dog park and that sidewalks should be budgeted for that path next year. Trash enclosures need to be replaced and he is working on a solution to the pitch problem on the pickleball courts. The Park Commission requested that staff prepare a report regarding the buffer near the Silver Lake Road.

7. Unfinished Business

a. Public Hearing – PD 2018-93 – Amendment No. 14 to Ordinance No. 68, the Garfield Township Zoning Ordinance – Section 313 – R-1 One Family Residential and Consideration of Resolution 2018-32-T, a resolution to approve Amendment No. 14 to Ordinance No. 68 (Zoning Ordinance) (6:46)

Korn opened the Public Hearing at 6:49pm and seeing no one wishing to speak, closed the Public Hearing.

Duell moved and Schmuckal seconded that Resolution 2018-32-T, to ADOPT the 14th Amendment to Charter Township of Garfield Ordinance No. 68 (Zoning Ordinance) BE approved.

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

Nays: None

b. Public Hearing – 2019 Grand Traverse Metro Fire Department Budget – the property tax millage rate proposed to be levied to support the proposed budget will be the subject of this hearing. (6:50)

Chief Pat Parker said that the proposed 2019 budget simply maintains the 2.35 mills that was levied last year. Korn opened the Public Hearing at 6:51pm and seeing no one wishing to speak, closed the Public Hearing. Board members discussed capital improvements at Stations 9 and 11. Parker said that that there are no allocations for capital improvements in the 2019 budget. He explained the capital improvements in light of the public improvement funds. Parker further explained to board members how the Public Improvement funds can be moved around within the Metro Budget and Board members discussed the issue in depth.

Blood Law moved and McManus seconded to approve a tax millage rate at 2.35 mills for the Grand Traverse Metro Emergency Services Authority.

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

Nays: None

c. Consideration of Resolution 2018-31-T, the 2019 Budget Resolution for Grand Traverse Metro Emergency Services Authority Charter Township of Garfield, County of Grand Traverse, Michigan (7:08)

Board members discussed the budget and decided to wait for the outcome of a GTMESA special study session to review the leases and the articles of incorporation.

Agostinelli moved and Duell seconded to table action on the 2019 GTMESA budget until further discussion with the Metro Board.

Yeas: Agostinelli, Duell, McManus, Schmuckal, Korn

Nays: Blood Law

8. New Business

a. Consideration of Asphalt Seal and Repair bids for Township Hall Parking Lot 2018 (7:13)

The Building Committee recommends a bid submitted by Ace Seal Right for \$5,872.00 to perform asphalt seal and repair of the Township Hall parking lot.

Schmuckal moved and Blood Law seconded to accept a bid from Ace Seal Right in the amount of \$5,872.00 to seal and repair the Garfield Township Hall parking lot.

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

Nays: None

9. Public Comment (7:15)

None

10. Other Business (7:15)

Duell asked about the silt at Logan's Landing and whether the DEQ was involved. County Administrator Alger assured him that the County is monitoring the situation.

Logan's Landing road construction is at a standstill due to a strike.

11. Adjournment

Korn moved to adjourn the meeting at 7:23pm.

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

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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/06/2018	GEN	37232	86TH DISTRICT COURT	EXTREME AUTO REPAIR	101-253-801.000	30.00
09/19/2018	GEN	37233	AFLAC	AFLAC	101-000-227.001	637.34
09/19/2018	GEN	37234	AMERICAN WASTE	3032250	308-000-935.000	305.00
09/19/2018	GEN	37235	AMERICAN WASTE	3394790	101-265-935.604	85.00
09/19/2018	GEN	37236	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	18,021.82
09/19/2018	GEN	37237	BRENDA BURROWS	FRONT DESK	101-101-805.000	225.00
09/19/2018	GEN	37238	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
09/19/2018	GEN	37239	CONSUMERS ENERGY	100000311801	101-000-084.861	1,462.00
		37239		100000311801	101-448-920.005	6,126.25
						7,588.25
09/19/2018	GEN	37240	ESCH LAWN MAINTENANCE, LLC	TOWNSHIP OFFICES	101-265-935.602	340.00
09/19/2018	GEN	37241	ESCH LAWN MAINTENANCE, LLC	SILVER LAKE PARK	308-000-935.000	1,725.00
09/19/2018	GEN	37242	FIFTH THIRD BANK	5473787214466590	101-253-726.000	33.90
09/19/2018	GEN	37243	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	417.70
09/19/2018	GEN	37244	GBS INC	AV ENVELOPE	101-191-726.000	335.13
09/19/2018	GEN	37245	GLORIA JEAN POPE	FRONT DESK	101-101-805.000	180.00
09/19/2018	GEN	37246	GRAND TRAVERSE COUNTY	TEST DECK; ADVERTISING	101-191-726.000	150.00
		37246		TEST DECK; ADVERTISING	101-191-901.000	78.46
						228.46
09/19/2018	GEN	37247	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,067.78
09/19/2018	GEN	37248	INTEGRITY BUSINESS SOLUTIONS	PAPER	101-101-726.000	160.00
09/19/2018	GEN	37249	KIMBERLY LAMPMAN	FRONT DESK	101-101-805.000	270.00
09/19/2018	GEN	37250	OHEARN PEST CONTROL LLC	ANTS, BAIT STATION REFILL	101-265-935.608	200.00
09/19/2018	GEN	37251	OLSON, BZDOK, & HOWARD	24 HR CONSTURCTION REQUEST	101-101-801.002	1,408.35
09/19/2018	GEN	37252	FIGURA LAW OFFICE	METRO	101-101-801.002	540.00
09/19/2018	GEN	37253	SONDEE, RACINE, DOREN	CPO SHORT TERM RENTALS	101-400-801.000	240.50
09/19/2018	GEN	37254	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	381.50
		37254		ADVERTISING	101-171-901.000	245.70
		37254		ADVERTISING	101-400-901.000	273.75

3. b.

User: BETT CHECK DATE FROM 0 018 - 09/19/2018 Ban. JN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
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09/19/2018	GEN	37255	UNITED WAY	UNITED WAY	101-000-238.000	90.00
09/19/2018	GEN	37256	VERIZON	PHONES	101-265-850.000	222.98
09/19/2018	GEN	37257	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,265.00

TOTAL - ALL FUNDS TOTAL OF 26 CHECKS 37,528.77

--- GL TOTALS ---						
101-000-084.861				DUE FROM #861 STREET LIGHTS		1,462.00
101-000-227.000				DEFERRED COMP		2,265.00
101-000-227.001				AFLAC		637.34
101-000-237.000				HSA (FORMERLY FLEX)		417.70
101-000-238.000				UNITED WAY		90.00
101-101-726.000				SUPPLIES		160.00
101-101-801.002				LEGAL SERVICES - TOWNBOARD		1,948.35
101-101-805.000				CONTRACTED AND OTHER SERVICES		675.00
101-101-901.000				ADVERTISING		381.50
101-171-901.000				ADVERTISING		245.70
101-191-726.000				SUPPLIES		485.13
101-191-901.000				ADVERTISING		78.46
101-253-726.000				SUPPLIES		33.90
101-253-801.000				LEGAL SERVICES		30.00
101-265-850.000				TELEPHONE		1,290.76
101-265-935.602				LAWN MAINTENANCE		340.00
101-265-935.604				RUBBISH REMOVAL		85.00
101-265-935.608				MAINTENANCE-OTHER		200.00
101-400-801.000				LEGAL SERVICES		240.50
101-400-901.000				ADVERTISING		273.75
101-448-920.005				STREET LIGHTS TOWNSHIP		6,136.86
101-851-873.030				INSURANCE - EMPLOYEE HEALTH		18,021.82
308-000-935.000				MAINTENANCE - MISC, EQUIP		2,030.00
				TOTAL		37,528.77

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

RESOLUTION #2018-30-T

RESOLUTION SUPPORTING HB 4986

WHEREAS, the Michigan House has introduced legislation, House Bill (HB) 4986, to amend certain sections of the Income Tax Act of 1967 to entitle a permanently and totally disabled veteran, or a widow/widower of a disabled veteran, to an income tax credit in an amount equal to 100% of the property taxes paid or 23% of gross rent paid (the "State Income Tax Credit"), and

WHEREAS, HB 4986 would also repeal the General Property Tax Act section that currently allows a real property tax exemption for disabled veterans who are homeowners (the "Local Property Tax Exemption"), and

WHEREAS, HB 4986 would replace the Local Property Tax Exemption with the State Income Tax Credit, aligning state policy with the funding burden therefrom and appropriately shifting such funding burden from local units of government to the State, and

WHEREAS, the legislation benefits disabled veterans who are homeowners and disabled veterans who are renters, and

WHEREAS, the House Fiscal Agency estimates that repeal of the current law would increase local property tax revenues by \$16.0 million to \$20.0 million, and revenue from the 6-mill state education tax which accrues to the School Aid Fund would increase by \$4.0 million, and

WHEREAS, HB 4986 has been referred to the House Tax Policy Committee.

NOW THEREFORE BE IT RESOLVED that Garfield Township Board of Trustees, by this resolution, supports HB 4986 and its proposed changes to the Michigan tax code providing for the State Income Tax Credit for permanently and totally disabled veterans and repealing the Local Property Tax Exemption.

BE IT FURTHER RESOLVED that the Garfield Township Board of Trustees supports benefitting disabled veterans who are homeowners and disabled veterans who rent.

BE IT FURTHER RESOLVED that copies of this resolution be distributed to the Michigan Townships Association (MTA), and members of the Michigan Senate and the Michigan House of Representatives, in September when they return to the legislature.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION DECLARED ADOPTED.

By: _____
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 28th day of August, 2018.

Dated: _____

Lanie McManus, Clerk



Engineering
Surveying
Testing &
Operations

123 West Street
Traverse City, Mich. 49684
231 946 5874
231 946 3703

OWNER

Charter Township of Garfield

ENGINEER

Gourdle-Fraser
123 W. Front Street
Traverse City, MI 49684

CONTRACTOR

DN Tanks, Inc.
PO Box 670690
Dallas, TX 75267-0690

CONTRACT AMOUNT
ORIGINAL: \$935,000.00

REVISED: \$984,500.00

COMPLETION DATE
ORIGINAL: November 30, 2017

REVISED: August 31, 2018

DATES OF ESTIMATES
FROM: 12/31/17

TO: 08/31/18

APPLICATION FOR PROGRESS PAYMENT

Payment No. 5

Project: NW Water System Division A:

GFA Project No: 16037

Item	Description of Item	Unit	CONTRACT ITEMS (Original)			Contract Items (Revised)			THIS PERIOD			TOTAL TO DATE		
			Qty.	Cost/ Unit	Item Cost	Qty.	Cost/ Unit	Item Cost	Qty	Item Cost	%	Qty	Item Cost	%
1	Mobilization/Bonds/Insurance	LS	1	\$16,300.00	\$16,300.00			\$0.00		\$0.00	0%	1	\$16,300.00	100%
2	Excavation including installation of site piping and accessories (within 15' perimeter of tank)	LS	1	\$109,100.00	\$109,100.00			\$0.00		\$0.00	0%	1	\$109,100.00	100%
3	Foundation	LS	1	\$74,900.00	\$74,900.00			\$0.00		\$0.00	0%	1	\$74,900.00	100%
4	Tank Installation	LS	1	\$710,800.00	\$710,800.00			\$0.00		\$0.00	0%	1	\$710,800.00	100%
5	Disinfection/Testing	LS	1	\$4,500.00	\$4,500.00			\$0.00		\$0.00	0%		\$0.00	0%
6	Site Restoration and Grading	LS	1	\$19,400.00	\$19,400.00			\$0.00	0.5	\$9,700.00	50%	1	\$19,400.00	100%
	Change Order No 1 - Exterior Pilasters w/Horiz Band	LS	1	\$49,500.00	\$49,500.00			\$0.00		\$0.00	0%	1	\$49,500.00	100%
					\$984,500.00						\$0.00			
											\$9,700.00			
												\$980,000.00		

3. d.



)

Payment No. 5

CHANGE ORDERS	
No./Date	Amount
1 - 06/21/2017:	\$49,500.00
2 - 12/30/2017	
TOTAL	\$49,500.00

TOTAL	\$49,500.00
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Engineering
Surveying
Testing &
Operations

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

Payment No. 5

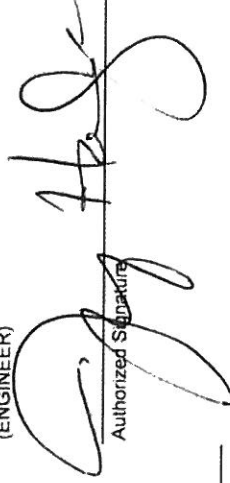
Project: NW Water System Division A:
Potable Water Storage Tank
GFA Project No: 16037

The undersigned CONTRACTOR certifies that: (1) Any previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with 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, claims, security interest and encumbrances (except such as are covered by Bond acceptable to OWNER indemnifying OWNER against any such lien, claim, security interest, or encumbrance), and (3) all Work covered by this Application for Payment is in accordance with the contract Documents and not defective as that term is defined in the Contract Documents

Eight Thousand Seven Hundred Thirty Dollars and No Cents
Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated: September 20, 2018

GOURDIE-FRASER
(ENGINEER)


Authorized Signature

Date:

(CONTRACTOR)

Authorized Signature



Engineering
Surveying
Testing &
Operations

123 West Front
Traverse City, Michigan
231 946
231 946

3. e.

September 20, 2018

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

RE: Traditions at Ashland Park
GFA #17088
Close-out & Turnover

Dear Chuck:

The project for Traditions at Ashland Park has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

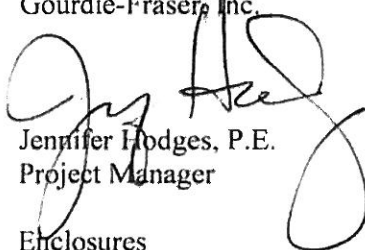
1. One-Year Maintenance Bond
2. Letter of Guarantee
3. Affidavit of Completion/Consent of Surety
4. Recorded Grant of Easement – Previously completed with Project in 2005 and on file with Township
5. Bill of Sale

The Record Drawings and reports are completed and both paper and CD copies will be delivered to the Grand Traverse County Department of Public Works.

GFA has provided construction oversight for this project and hereby verifies to the best of our knowledge, the contractor has 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 Hodges, P.E.
Project Manager

Enclosures

cc: John Divozzo, Grand Traverse County DPW

From: Chuck Korn
nt: Wednesday, September 12, 2018 3:09 PM
: Judith Battle
Subject: For next P&R meeting

-----Original Message-----

From: Larry Hathaway [<mailto:lhatha@charter.net>]
Sent: Monday, September 10, 2018 1:18 PM
To: Chuck Korn
Subject: Silver Lake Rec Area

Mr. Korn, I am a resident of Garfield Twp, living on the east side of Silver Lake. Since the existence of the park, my wife and I have enjoyed walking the track for exercise and the trails which we enjoy hiking with our grand children.

I am writing to thank you for this township gem, and for the improvements that have been made to the park over the years. Most recent is the excavation along E Silver Lake Rd. that cleared scrub brush, which enhances the visibility, and aesthetics of the whole park.(also eliminating a lot of poisonous ivy) Please pass on our thanks to who ever is responsible for this improvement.

Is there any timeline or discussion of lighting the paved track? It would definitely extend use in the shoulder seasons with such short daylight hours.

Again, thank you.

Larry and Diana Hathaway

5 Harbor Court

49685

231-943-3621

Sent from my iPhone

Charter Township of Garfield**Construction Update****September 20, 2018****I. Water Projects****Northwest Service District – Water System Improvements**

Status below:

Division I: DN Tanks has completed the construction of the tank and are currently onsite this week and next conducting leak and disinfection testing of the tank with GFA providing oversight. Upon completion and approval, Elmer's will complete connection of new watermain to tank and it will then be placed online and existing Heritage tank to be abandoned. GFA is currently working with DPW to coordinate.

Division II: Project started June 14th with a notification sent to all residents within Heritage Estates and watermain route. 100% of the watermain has been and project has been Substantially Completed (Ready for its' intended use). Elmers is currently completing outstanding restoration items and punchlist and will have the entire project finished the end of September. A walkthrough with the DPW is scheduled for September 24th.

Division III: Booster Station / Mechanical Upgrade design is being finalized with Fall / Spring 2019 construction anticipated.

II. Sewer Projects**SAW Grant – US 31 Siphon Flow Monitoring**

Township board approved recommendations in report at September 26th 2017 meeting. GFA is coordinating work with DPW and submitted request to MDEQ for SAW Grant Reimbursement

III. General Utilities**Sewer / Water City Contracts**

GFA continues to assist the Township on the proposed Lafranier Water Tank Rehabilitation Project that the City is conducting. Project has been reviewed and approved for storm water and utility compliance with Township Ordinances (subject to conditions). The evaluation of the new tank being a benefit to the existing Townships' infrastructure is still being disputed by the Township and being discussed with the City, DEQ and Township. Restrictions exist for the area serviced by Garfield Booster Station #7 which currently is limited to provide supply to 150 benefits.

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. This would include flow data and capacity assessment of existing infrastructure. The time extension was approved and a complete water study including hydraulic can be completed in future. GFA, Township and DEQ are meeting on Monday to further discuss.

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 and GPS the locations of each. A current copy of the infrastructure has been provided to Erik to update the Township maps.

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

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

GFA continues to assist the Drain Commission and Township. Final Design plans were recently submitted to GFA for review and assistance with applying for DEQ Part 41 sewer permit; permits for the drain crossing have been approved by the DEQ. A project update meeting is scheduled end of this month. Bidding is slated for Winter (2018) and Spring (2019) construction following.

Boardman Valley Nature Preserve Site Improvements

GFA contract was approved to provide construction administration, testing, survey and closeout services at the July 2017 meeting. Contracts have been awarded to three (3) contractors for each division and a preconstruction meeting was held in March. Project was scheduled to start in May however there were several contractor delays and about 2 months behind schedule, we are still waiting on a change order from Elmer's requesting a time extension. The kayak ramp, bathroom and parking lot have been installed to date. Pavilion, fence installation and paving for the pickleball court has been completed. GFA is working with contractor to correct some slope issues with the court and finalize project with intent to complete by September 30th.

South Water Service Expansion

Meadowlane Mobile Home Park along with 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).

Utility Plan Reviews

Traditions

All utilities have been installed and final walkthrough / punchlist has been conducted and completed. GFA was working with applicant to complete closeout documents. They are in the board packet for review and approval to accept the utilities.

Ridges at 45- Phase 3/4

GFA is representing the Township in full time construction oversight / closeout. Project started six (6) weeks ago. All utilities have been installed and GFA is working with applicant on DPW walkthrough and turnover documents.

Contractors Drive (Cass Road)

Final Plans have been approved and solicited to the DEQ for permits. Anticipated fall construction

Windy Hills (60 Acre Herkner Parcel)

GFA is in receipt of 3rd submittal and currently conducting review.

Ashland Park - Phase 2 & 3

Plan review has been completed by GFA and currently awaiting resubmission with revisions and then will submit for DEQ Permits. Anticipated fall construction

Chelsea Park – Final Phase

Utility installation completed and awaiting on final walkthrough, closeout documents from contractor.

Fox Run

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing construction oversight. Fall Construction Anticipated

Eaglehurst Development – Phase II

GFA submitted project into DEQ for permitting and awaiting. GFA will be providing full time inspection and fall construction anticipated.

IV. 2018 Storm Water & Private Road Plan Reviews

5217 Royal Drive - Dentist Addition	approved
Ashland Park Phase 2&3	In Review
City of TC - Hickory Hills	approved pending revisions per letter (2/19/18)
Fox Run	Approved (final plans and SESC permit to be submitted to Twp)
Pine Grove Homes (4030 Meadowlane)	Approved (Sidewalk approval / Final plans to Twp)
Ridges at 45 - Phase 3 /4	Approved (recommend shallling basin / final sealed plans to Twp)
1394 Industry Drive	Review letter sent to Engineer (4/16/2018) & Awaiting Revisions
TC Storage Units (Industry Drive)	Approved (final plans and SESC permit to be submitted to Twp)
1333 Yellow Drive BMPs	Approved (final plans to be sumitted to Twp)
1318 Industry Drive	Approved (final plans to be sumitted to Twp)
Fergusons Lawn Equipment -2nd Review (Bill Crain)	Approved (final plans to be sumitted to Twp)
45 Hughes Drive	Approved (final plans to be sumitted to Twp)
Hobby Lobby	Approved (final plans and SESC permit to be submitted to Twp)
Logan Valley West LLC, Storage	Approved (final plans to be sumitted to Twp)
Louie Meat Addition	Approved (final plans and SESC permit to be submitted to Twp)
3711 Elmers Drive - Building Addition	Approved (final plans and SESC permit to be submitted to Twp)
John's Marine Service	Approved (final plans and SESC permit to be submitted to Twp)
1127 Cass Road - Private Road Review	Review letter sent with comments / clarifications. Awaiting resubmission

2018 State Stabilization Revenue

State of Michigan Revenue Sharing - Constitutional & (EVIP)														
Period For	2015	EVIP	2015 Total	2016	EVIP	2016 Total	2017	EVIP	2017 Total	2018	EVIP	2018 Total	(%) of Change from 2017	Difference From 2017 to 2018
Nov - Dec PD Mar	\$ 211,681.00	\$ 7,170.00	\$ 218,851.00	\$ 205,411.00	\$ 7,170.00	\$ 212,581.00	\$ 217,905.00	\$ 7,170.00	\$ 225,075.00	\$ 220,248.00	\$ 9,370.00	\$ 229,618.00	1.99%	\$ 4,543.00
Jan - Feb PD May	\$ 186,832.00	\$ 7,170.00	\$ 194,002.00	\$ 195,372.00	\$ 7,170.00	\$ 202,542.00	\$ 225,890.00	\$ 7,170.00	\$ 233,060.00	\$ 209,998.00	\$ 9,370.00	\$ 219,368.00	-6.24%	\$ (13,692.00)
Mar - April PD July	\$ 191,761.00	\$ 7,170.00	\$ 198,931.00	\$ 195,055.00	\$ 7,170.00	\$ 202,225.00	\$ 203,234.00	\$ 7,170.00	\$ 210,404.00	\$ 207,404.00	\$ 9,370.00	\$ 216,774.00	2.94%	\$ 6,370.00
May - June PD Sept	\$ 204,632.00	\$ 7,123.00	\$ 211,755.00	\$ 214,896.00	\$ 7,173.00	\$ 222,069.00	\$ 225,598.00	\$ 7,173.00	\$ 232,771.00	\$ 235,957.00	\$ 9,373.00	\$ 245,330.00	5.12%	\$ 12,559.00
July - Aug PD Oct	\$ 215,919.00	\$ 7,170.00	\$ 223,089.00	\$ 218,959.00	\$ 7,170.00	\$ 226,129.00	\$ 238,999.00	\$ 9,370.00	\$ 248,369.00			\$ -		
Sept - Oct PD Dec	\$ 216,923.00	\$ 7,170.00	\$ 224,093.00	\$ 217,140.00	\$ 7,170.00	\$ 224,310.00	\$ 230,686.00	\$ 9,370.00	\$ 240,056.00			\$ -		
TOTAL	\$ 1,227,748.00	\$ 42,973.00	\$ 1,270,721.00	\$ 1,246,833.00	\$ 43,023.00	\$ 1,289,856.00	\$ 1,342,312.00	\$ 47,423.00	\$ 1,389,735.00	\$ 873,607.00	\$ 37,483.00	\$ 911,090.00		\$ 9,780.00
Personal Property Community Stabilization Share Revenue														
Annual Rec-3e/18	\$ 58,720.92	Received separate from State											3.79%	\$ 19,560.00

\$1,200,000.00	Township Budgeted for 2018
\$ 911,090.00	YTD Received From State
\$ (288,910.00)	DIFFERENCE

\$ 1,319,308.00	State Projected for 2018 (Constitutional \$ 1,276,285.00 and EVIP \$ 43,023.00 Total \$ 1,319,308.00)
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Carefully read the instructions on page 2.

2018 Taxable Value of ALL Properties in the Unit as of 5-29-18,

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2018 tax roll.

Prepared by	Telephone Number	Title of Preparer	Date
Amy L. DeHaan, MMAO (4)	(231) 941-1620	Township Assessor	September 5, 2018


380.1211(3).

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized

rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

*** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

7. a.

 Charter Township of Garfield Planning Department Report No. 2018-98			
Prepared:	September 10, 2018	Pages:	Page 1 of 2
Meeting:	September 25, 2018 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Draft 2018 Master Plan-Township Board Public Hearing		

BACKGROUND:

For the past few years, the Planning Commission has been working on a new master plan to serve as a general guide for growth and development in the Township. Planning experts strongly recommend that municipalities update their master plan every five (5) years so that it remains relevant and continues to reflect residents' priorities. However, the Township's current plan has not been updated since 2007. Planning and zoning decisions are presumed valid by a court of law only if they are consistent with an *up-to-date, adopted* master plan.

A brief overview of the steps taken in the adoption process so far is as follows:

- On May 23, 2018, after making some final revisions to the Future Land Use Map, the Planning Commission unanimously passed a motion to submit the proposed 2018 plan to the Township Board for review, comment, and distribution as required by Sec. 41 of the Michigan Planning Enabling Act (the "MPEA").
- On June 12, 2018, after review, the Township Board unanimously approved distribution of the proposed plan. The Board made no comments on the proposed plan.
- On June 16, 2018, Staff transmitted a copy of the proposed plan to neighboring jurisdictions and other relevant stakeholders in accordance with Sec. 41 of the MPEA. Upon receiving the proposed plan, entities had 63 days to submit any comments on the proposed plan.
- On August 20, 2018, the 63-day comment period expired. One comment was received from the Watershed Center, which was addressed by the Planning Commission.
- On August 22, 2018, the Planning Commission held a public hearing on the proposed plan and unanimously recommended that the Township Board adopt it as presented.
- On August 28, 2018, the Township Board introduced the proposed plan and scheduled it for public hearing for September 25, 2018.

STAFF COMMENT:

The next steps in the master plan adoption process prescribed by the MPEA are for the Township Board to hold a public hearing on the proposed plan and consider legislatively adopting it via resolution. Following tonight's public hearing, a draft resolution for adopting the proposed plan is attached to this report for your consideration.

ACTION REQUESTED:

The purpose of this agenda item is to hold a public hearing on and consider adopting a resolution adopting the Draft 2018 Master Plan. The following two separate motions are offered for consideration; the first to approve the Master Plan, and the second to adopt Resolution 2018-34-T adopting the Master Plan:

(1) MOTION THAT, in accordance with the procedures set forth in the Michigan Planning Enabling Act (Act 33 of the Public Acts of 2008), the 2018 Charter Township of Garfield Master Plan BE APPROVED.

(2) MOTION THAT Resolution 2018-34-T adopting the 2018 Charter Township of Garfield Master Plan, in accordance with the procedures set forth in the Michigan Planning Enabling Act (Act 33 of the Public Acts of 2008), BE ADOPTED.

Any additional information that the Township Board determines to be necessary should be added to the above motions. If the Board is not satisfied with the level of information provided to date, the motions would be premature.

Attachments:

1. Draft of Resolution 2018-34-T for adopting the Draft 2018 Master Plan

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

TOWNSHIP BOARD RESOLUTION TO ADOPT MASTER PLAN

RESOLUTION #2018-34-T

A RESOLUTION TO ADOPT CHARTER TOWNSHIP OF GARFIELD 2018 MASTER PLAN, in accordance with the provisions of Act 33 of the Public Acts of 2008, as amended.

WHEREAS, the Michigan Planning Enabling Act (MPEA) authorizes the Planning Commission to prepare a Master Plan for the use, development, and preservation of all lands in the Township; and

WHEREAS, the Planning Commission prepared a proposed new Master Plan and submitted the plan to the Township Board for review and comment; and

WHEREAS, on June 12, 2018, the Township Board received and reviewed the proposed Master Plan prepared by the Planning Commission and authorized distribution of the Master Plan to the Notice Group entities identified in the MPEA; and

WHEREAS, notice was provided to the Notice Group entities as provided in the MPEA; and

WHEREAS, the Planning Commission held a public hearing on August 22, 2018 to consider public comment on the proposed new Master Plan, and to further review and comment on the proposed new Master Plan; and

WHEREAS, the Township Board finds that the proposed new Master Plan is desirable and proper and furthers the use, preservation, and development goals and strategies of the Township; and

WHEREAS, the MPEA authorizes the Township Board to assert by resolution its right to approve or reject the proposed Master Plan;

THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. Adoption of 2018 Master Plan. The Township Board hereby approves and adopts the proposed 2018 Master Plan, including all of the chapters, figures, maps, and tables contained therein. Pursuant to MCL 125.3843 the Township Board has asserted by resolution its right to approve or reject the proposed Master Plan and therefore the approval granted herein is the final step for adoption of the plan as provided in MCL 125.3843 and therefore the plan is effective as of September 25, 2018.

2. Distribution to Notice Group. The Township Board hereby approves distribution of the adopted plan to the Notice Group.

3. Findings of Fact. The Township Board has made the foregoing determination based on a review of existing land uses in the Township, a review of the existing Master Plan provisions and maps, and input received from the Planning Commission and public hearing, and finds that the new Master Plan will accurately reflect and implement the Township's goals and strategies for the use, preservation, and development of lands in the Charter Township of Garfield.

4. Effective Date. The Master Plan shall be effective as of the date of adoption of this resolution.

Moved: Supported:

Ayes:

Nays:

Absent and Excused:

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 2018-34-T which was adopted by the Township Board of the Charter Township of Garfield on the 25th day of September, 2018.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: September 25, 2018

Adopted:

Published:

Effective: