

**CHARTER TOWNSHIP OF GARFIELD**  
**TOWN BOARD MEETING**  
**March 25, 2025**

Supervisor McManus called the Town Board Meeting to order at the Garfield Township Hall on March 25, 2025 at 6:00 p.m.

**Pledge of Allegiance**

**Roll Call of Board Members**

Present: Chuck Korn, Laurie Lapp, Chloe Macomber, Joe McManus, Lanie McManus and Denise Schmuckal,

Absent and Excused: Molly Agostinelli

Also in Attendance: Township Manager Chris Barsheff

**1. Public Comment (6:00)**

None

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

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

*Yeas: Schmuckal, Korn, Lapp, L. McManus, Macomber, J. McManus*

*Nays: None*

**3. Consent Calendar (6:02)**

**a. Minutes**

March 11, 2025 (Recommend Approval)

**b. Bills**

(i) General Fund \$487,127.57  
(Recommend Approval)

(ii) Gourdie-Fraser  
Developer's Escrow Fund – Storm Water Reviews,  
Sidewalk Assessment \$ 617.50  
General 5,253.75  
Park Funds/DNR Trust Fund 13,800.00  

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Total \$ 19,671.25  
(Recommend Approval)

**c. 2025 Final Assessment Roll Figures (Receive and File)**

**d. Consideration of the Flats at Carriage Hill – water main and sanitary**

**sewer extension close-out and turnover documents  
(Recommend Approval)**

*Korn moved and Schmuckal seconded to adopt the consent calendar as presented.*

*Yeas: Korn, Schmuckal, Lapp, L. McManus, Macomber, J. McManus  
Nays: None*

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

None

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

**a. Draft Grand Traverse County Prosperity Plan**

Barsheff stated that this item was provided for board member review and the county is still looking for feedback on the plan. He commented on the plan and stated that the Township could opt out if it chooses. Any board member feedback should be sent to Manager Barsheff. Board members discussed the plan and commented on it.

**6. Reports**

**a. County Commissioner's Report (6:14)**

No Report

**b. Clerk's Report (6:14)**

McManus stated that a single audit will be done on the ARPA funds at an additional cost of \$3,000.00.

**c. Township Manager's Report (6:16)**

Barsheff noted that a committee was named in Grand Traverse County some time ago called the County Natural Education Advisory Committee and he is working out if Garfield Township should have a member on this committee. Barsheff added that he met with residents of Pearl Rose Lane and they would like to address the topic in May. He indicated that he attended a grant workshop sponsored by Traverse Connect and is putting a tour of the Public Works facility together. Lapp, J. McManus and Schmuckal would also like to attend the tour.

**e. Supervisor's Report (6:20)**

J. McManus reported that a BPW meeting was held since BPW is exploring becoming an Authority. Master meters are being installed for real time data of water flows between Garfield Township and the city. J. McManus stated that he attended a City Commission meeting and good progress is still being made on the water issue. Another million gallons per day was allocated to the township and Garfield presented a proposal to move forward. He also attended a fire board meeting.

**7. Unfinished Business****a. Public Hearing – Consideration of Copper Ridge PUD Major Amendment Findings of Fact (6:25)**

Planning Director John Sych stated that this is a major amendment to the Copper Ridge PUD according to Section 423.G of the Zoning Ordinance that incorporates different land uses in locations than requested in the original application and the potential to restore the number of residential dwelling units. There are four unbuilt locations that are being adjusted to accommodate a land use mix of office, commercial, and residential uses. He added that the Planning Commission has reviewed the amendment and has adopted the Findings of Fact and is recommending them for adoption by the board.

J. McManus opened the public hearing opened at 6:27pm.

*Chuck Buxton* of Eagle Vale commented on the PUD amendment as it related to pedestrian safety.

*Dawn Lorenston* of Eagles View commented on the traffic in and around the PUD.

The public hearing was closed at 6:37pm

Sych responded to the concerns and stated that the PUD was approved in 2000 as a private development which met the zoning ordinance at the time. There are some limitations on the ability to revisit such private developments and provide amenities. He encouraged property owners to come up with resolution to the issues presented and work with the owners of the PUD. *Connie Deneweth*, a developer with Copper Ridge, stated that there have been many changes in the PUD and they will work with the condo owners to walk the property and find out where the pedestrian problems occur. She added that adding sidewalks is difficult because of grades and trees, and limited land to place the sidewalks.

*Schmuckal moved and Korn seconded THAT the Findings of Fact for Application SUP-2000-08-O, in support of the requested amendment to the Copper Ridge Planned Unit Development and as recommended for adoption by the Planning Commission, BE ADOPTED.*

Yeas: *Schmuckal, Korn, Lapp, Macomber, L. McManus, J. McManus*  
Nays: None

*Schmuckal moved and Korn seconded THAT Application SUP-2000-08-O, submitted by Sarah Kever on behalf of Copper Ridge LLC for an amendment to the Copper Ridge Planned Unit Development, BE APPROVED subject to the following conditions (1-4 as indicated in Planning Department Report 2025-23):*

1. *The Copper Ridge PUD Site Plan (Exhibit 1) dated December 17, 2024 shall be amended to reflect the list of proposed permitted uses in Buildings 3 and 4, Retail Center Building R4 (formerly Retail Center Building 3) and Building 10 (formerly Building 9) for the*

*Copper Ridge PUD as stated in Planning Department Report 2025-23.*

2. *The applicant shall provide two (2) full sized 24"x36" plan sets, one (1) 11"x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
3. *The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within thirty (30) days of final approval by the Township or approval shall be considered to have expired.*
4. *Except as expressly provided for in this Application, all original requirements, conditions, terms, plans, documents, and findings are hereby reaffirmed and ratified and shall remain in full force and effect. In the event of any conflict or inconsistency between this Application and the terms of any prior agreement, the terms of this approval shall prevail.*

*Yeas: Schmuckal, Korn, Lapp, Macomber, L. McManus, J. McManus*  
*Nays: None*

**b. Discussion on Capital Improvement Plan and formation of a CIP Committee (6:45)**

Barsheff stated that the board can move to form a Capital Planning Committee to continue to work on the plan. Board members had a draft copy of a plan in their packets this evening. Board members discussed the committee and decided that Schmuckal would represent the Parks Commission and Macomber would recommend the Building Committee. Also serving on the committee will be J. McManus, Barsheff, Planning Staff and Engineering Staff.

*Korn moved to create a CIP committee made up of Macomber, Schmuckal, J. McManus, Barsheff, and Planning and Engineering staffs to finalize the draft CIP plan. Schmuckal seconded the motion.*

*Yeas: Korn, Schmuckal, L. McManus, Macomber, Lapp, J. McManus*  
*Nays: None*

**c. Discussion on bathroom facility at River East Recreation Area (6:52)**

Barsheff stated that there has been much difficulty getting the pre-fab bathroom from Ohio. He worked with Engineer Graham and went over the cost of a stick-built bathroom and the difference would be approximately \$150,000. Barsheff noted that he has looked into other options for bathrooms at the park as well. ARPA moneys were spent on this bathroom and the difference would need to come out of the parks fund. Board members discussed the issue and asked questions.

*Schmuckal moved and Macomber seconded to build a stick-built bathroom at River East Park with a difference of \$149,000.00 coming from the Parks fund and authorize the project to be bid out as soon as possible.*

*Yeas: Schmuckal, Macomber, Korn, Lapp, L. McManus, J. McManus  
Nays: None*

**d. Consideration of employee handbook Earned Sick Time Act policy amendment (7:03)**

Auditors suggested a maximum roll over amount limit of 388 hours which was equal to a short-term disability plan which is currently not offered at the township.

*Schmuckal moved and Lapp seconded to adopt the employee handbook Earned Sick Time Act policy amendment as presented.*

*Yeas: Schmuckal, Lapp, L. McManus, Macomber, J. McManus  
Nays: None*

**8. New Business**

**a. Consideration of Quotes for parking lot sealing at the Township Hall and the Silver Lake Recreation Area (7:06)**

Alan Lehman from the road commission commented on the bids and what was important to look for in a sealing project. Board members discussed the bids.

*Korn moved and Macomber seconded to award the bid to Picture Perfect in the amount of \$16,820.00 for parking lot sealing at the Township Hall and the Silver Lake Recreation Area.*

*Yeas: Korn, Macomber, Schmuckal, Lapp, L. McManus, J. McManus  
Nays: None*

**b. Consideration of Potter Road repair cost sharing with the Grand Traverse County Road Commission (7:13)**

Barsheff met with the road commission regarding Potter Road which had deteriorated greatly over the winter. Since it is considered a local road, the Road Commission can only spend 50% of the funds for repair costs. The cost to repair the ½ mile of road would be \$500,000.00 total. \$250,000.00 can be spent by the Road Commission leaving \$125,000.00 each for Garfield and Blair Townships to cover if they so choose. Alan Lehman, Road Commission Board member, said that the Road Commission has only \$500,000.00 total that can be spent on all local roads in the county. The road commission manager proposed turning it into gravel where the top 8-9 inches will be hard like a roadbed but will loosen it up over time. Nicole Blonshine, Supervisor of Blair Township commented on the repairs and said that this particular section of Potter Road has been discussed for five years and Blair Township does not have extra money in its budget to allocate to the repairs. Lehman explained

how their budgets are allocated and that this project was slated for May with temporary fixes until that time. Board members discussed the problem and asked Township Manager Barsheff to obtain a chip seal quote with the road commission and report back to the board. Board members decided to defer a decision until some more information can be sought.

**c. Discussion on Township Assessor position (7:45)**

*McManus moved and Schmuckal seconded to go into closed session pursuant to Section 8a of the Open Meeting Act to discuss a personnel matter.*

*Yeas: McManus, Schmuckal, Lapp, Korn, Macomber, J. McManus  
Nays: None*

The meeting was called back to order at 8:01pm.

Barsheff indicated that the Personnel Committee met regarding an employee who may resign, not offering a comparable salary that she requested and action to be taken if she does indeed resign. Board members stated that they would like to hire another Level 4 assessor if the current assessor leaves.

**9. Public Comment: (7:45)**

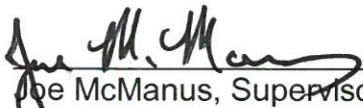
Nicole Blonshine stated she will share thoughts on the Potter Road discussion with her board at their next meeting.

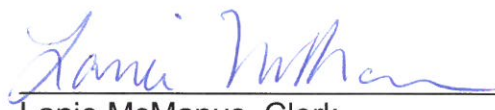
**10. Other Business (8:13)**

J. McManus stated that he recommends rescinding the private fire hydrant ordinance and will prepare such a recission for a future meeting. He will also ask for a board resolution supporting his running for the Regional ParPlan Representative.

**11. Adjournment**

*McManus moved to adjourn the meeting 8:14pm.*

  
Joe McManus, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

  
Lanie McManus, Clerk  
Charter Township of Garfield  
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