

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
March 26, 2024**

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on March 26, 2024 at 6:00p.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

Staff Present: Planning Director John Sych

1. Public Comment (6:00)

None

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

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

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

Nays: None

3. Consent Calendar (6:02)

a. Minutes

March 12, 2024 Regular Meeting
(Recommend Approval)

b. Bills

(i) General Fund \$175,500.75
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews,
Utility Plan Review, Oversight and Closeout
\$ 11,667.00
General Utilities 2,740.00
Park Funds/DNR Trust Fund 405.00
Special Assessment District (SAD) 360.00
Total \$15,172.00
(Recommend Approval)

- c. **Final March Board of Review Assessment Roll Figures Report (Receive and File)**
- d. **Introduction of Culver Meadows Conditional Rezoning and schedule public hearing for April 23, 2024 (Recommend Approval)**

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

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

Nays: None

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

None

5. **Correspondence**

Korn indicated that recent communications from the University of Michigan gave Garfield Township a five star rating.

6. **Reports**

a. **Construction Report (6:04)**

Engineer Jennifer Graham from Gourdie-Fraser stated that the DPW will review the Cedar Run project and it will go out for bids this summer. Stoneridge PRV is in need of replacement and will be addressed later this year. Graham indicated that a letter was submitted to Sen. Peters asking for supplemental funding for water expansion projects and added that utility reviews are ongoing and bathroom facility is being chosen for the River East park.

b. **MMR Report (6:09)**

Submitted report in writing

c. **County Commissioner's Report (6:09)**

County Commissioners Lauren Flynn and Brad Jewett reported that commissioners reviewed the budget process at a recent study session. Flynn added that Grand Traverse County Parks are receiving some grant funds. Jewett stated that the Blue Angels agreement for the Cherry Festival is coming together and the County Administrator review is underway.

d. **GT County Road Commissioner's Report (6:14)**

Road Commission Board Member Alan Leman reported that the Road Commission is reviewing the processes in place for SAD's. The signal projects at Long Lake and Zimmerman and Veterans and Garfield are now complete and a new GIS specialist has been hired at the Road Commission.

e. **Supervisor’s Report (6:22)**

Korn reported that there are eight applicants thus far for the Township Manager position. Korn added that he attended a meeting of the Grand Traverse Economic Development Corporation and he is working with the installers of the new furnace. The new wall in the Planning Department is underway.

7. **Unfinished Business**

a. **Consideration of Resolution 2024-07-T, creating a Township Manager position (6:29)**

Board members discussed the resolution and asked questions.

Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-07-T, creating a Township Manager position.

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

b. **Consideration of Resolution 2024-06-T, adopting Township Supervisor’s salary and establishing the position as part time (6:31)**

Board members discussed and asked questions regarding the position.

Agostinelli moved and Macomber seconded to adopt Resolution 2024-06-T, adopting Township Supervisor’s salary and establish the position as part time.

*Yeas: Agostinelli, Macomber, Schmuckal, Barsheff, McManus, Korn
Nays: Duell*

8. **New Business**

a. **Introduction and Discussion of proposed workforce housing (6:40)**

Will Bartlett, of Keel Capital, spoke regarding a new workforce housing project. Local partners include Gosling Czubek, and Cunningham-Limp. Bartlett is proposing to build a mix of studio, one bedroom and two bedroom apartments on a site located at 2105 N. US 31 South. He is working with the Planning Department since this type of development is allowed by special use. The proposed project would be a TIF project and Bartlett shared 20 year financial TIF information and stated that their rental rate was based on rents at nearby Chelsea Park West. Board members asked questions regarding the Brownfield TIF process.

b. **Consideration of proposal from Gourdie-Fraser for engineering services for Grand Traverse Commons North Trail Loop (7:06)**

Gourdie-Fraser Engineer Jennifer Graham spoke regarding the proposed trail. She stated that the township received a trust fund grant to build this

non-motorized universally accessible trail in the Grand Traverse Commons Recreation and Natural Area and she is presenting the proposal for engineering services related to the trail.

Schmuckal moved and Barsheff seconded to award the project design services contract to Gourdie Fraser in the amount of \$77,500.00

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

b. Consideration to bid waste management services as a single hauler for the Township (7:10)

Korn would like to bid for a single hauler on a five-year contract. Board members discussed the concept and gave him approval to assemble a bid package and bring it to the next meeting for review.

9. Public Comment: (7:16)

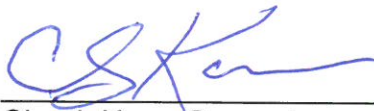
Brad Jewett commented on the single hauler.

10. Other Business (7:17)

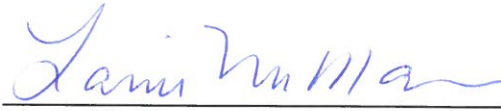
Sych reported on the new website updates and branding.

11. Adjournment

Korn adjourned the meeting at 7:18 pm.



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
GRAND TRAVERSE COUNTY, MICHIGAN**

RESOLUTION #2024-06-T

**RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY AND
ESTABLISHING THE POSITION AS "PART TIME"**

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 the elected position of Township Supervisor be established as a "part-time" role with duties consisting of the following, with the duties in MCL 42.10 to be appointed to a township manager:

- Moderating board and annual meetings
- Chief Assessing Officer
- Secretary to board of review
- Township's legal agent
- Maintains records of supervisor's office
- Responsible for allocation of Board budget
- Develops township budget
- Recommends appointments for board or commission members
- May call special meetings
- May appoint a deputy

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 changes to the administrative role of Supervisor to "part-time" status.

NOW, THEREFORE, BE IT RESOLVED, that effective as of November 20, 2024, the establishment of the "part time" status of the elected position and salary of the office of Township Supervisor shall be as follows:

\$680.00 per month with an additional \$275.00 per Town Board Meeting and \$125.00 for assigned meetings, including Personnel, Joint Recreational Authority, Fire Board, Parks and Recreation Commission, Special Board Meetings, and Study Sessions. For attending all other non decision-making meetings for the benefit of the Township the supervisor will receive \$50.00. \$100.00 per day for training or classes needed.

Moved: Molly Agostinelli


Supported: Chloe Macomber

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

Nays: Duell

Absent and Excused: None

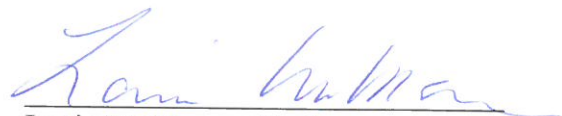
RESOLUTION 2024-06-T DECLARED ADOPTED.

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 26th day of March, 2024.

Dated: 3-27-2024


Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION 2024-07-T

RESOLUTION CREATING A TOWNSHIP MANAGER POSITION

WHEREAS the Charter Township of Garfield continues to experience population growth and increasing development; and

WHEREAS such trends require the Township to provide and manage additional services; and

WHEREAS the Township desires to provide the most efficient, effective, and sustainable local government; and

WHEREAS the council-manager form of government is the fastest growing form of government in the United States today and is used by more cities, villages, townships, and counties than any other form; and

NOW, THEREFORE, BE IT RESOLVED:

THAT the Garfield Township Board is committed to hiring the most qualified individual to maintain the values of the board and ultimately the citizens of Garfield Charter Township. We will begin the process of finding and hiring a professional manager to assume the executive duties of the township and enforce the policies and ordinances adopted by the Township Board.

Moved: Denise Schmuckal

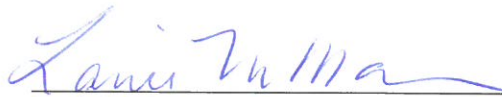
Supported: Molly Agostinelli

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

Nays: None

Absent and Excused: None


RESOLUTION 2024-07-T DECLARED ADOPTED.

By: 
Lanie McManus, Clerk
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