

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
March 10, 2015**

Chuck Korn called the Town Board Meeting to order on March 10, 2015 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: Bob Featherstone, Molly Agostinelli, Denise Schmuckal, Lanie McManus, and Chuck Korn

Absent: Jeane Blood Law and Kit Wilson

Also Present: Rob Larrea

1. Public Comment (6:01)

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, Featherstone, McManus, Korn

Nays: None

3. Consent Calendar (6:02)

a. Minutes

February 24, 2015

(Recommend Approval)

b. Bills

General Fund	\$ 819,635.77
(Recommend Approval)	

Gourdie-Fraser

Developer's Escrow Fund	\$ 1,000.00
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Utility Receiving Fund	15,252.50
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Total	\$ 16,232.50
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(Recommend Approval)

- c. **PD 2015-25 – Premier Manor – Major PUD Amendment – RDO (Recommend Approval)**
- d. **MTT Update (Receive and File)**
- e. **Application for Progress Payment #3 with Change Orders #1 and #2 for Team Elmers for Zimmerman Road Watermain Extension in the amount of \$54,557.51 (Recommend Approval)**

Larrea asked to remove Consent Calendar Item c. to Unfinished Business Item d.

Featherstone moved and Agostinelli seconded to adopt the consent calendar as amended.

Yeas: Featherstone, Agostinelli, Schmuckal, McManus, Korn

Nays: None

4. Correspondence (6:04)

- a. **February 2015 Monthly Report for the Grand Traverse Conservation District**

5. Reports

a. Construction Report (6:04)

Jennifer Hodges from Gourdie Fraser reported that the final restoration on Zimmerman Road will be completed by the end of May and that there will be one more pay application for approval by the Township. She said that the DPW has been busy dealing with service line freeze-ups. She has attended several meetings regarding utility coordination on LaFranier and Harris Roads with the DPW. Construction on LaFranier is scheduled to begin on April 13th. Board members inquired about extending utilities on LaFranier Road and Hodges said that the sewer line was fine, but an on-site pump station may be needed at a later date because of the topography.

b. Sheriff's Report

A written report indicated 1,492 calls for service in Garfield Township in February 2015.

c. GT Metro Fire Report (6:10)

Lieutenant Terry Flynn said that the last two weeks were challenging because of the severe cold weather. He added that the upcoming road closures will be difficult for Metro. A written report indicated 765 calls for service year to date.

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

Commissioner Christine Maxbauer said there will be a household hazardous waste collection on March 26th. The Commission on Aging board joint meeting with the commissioners is on hold for now. She reported that there will be a Parks & Rec Open House on May 12th at the Civic Center which lets community

members know what is available to them in the parks throughout the area. She also said that a subcommittee was reviewing the soil erosion ordinance this week and that the Grand Traverse County Human Resources Director has accepted a new position and is resigning.

e. Personnel Committee Report (6:19)

Schmuckal had no report at this time.

f. Clerk's Report (6:20)

McManus reported that absentee ballots for the May election will be going out next week.

g. Supervisor's Report (6:20)

Korn had no report at this time.

6. Unfinished Business

a. Pubic Hearing – PD 2015-22 – Rezone Approximately 30 acres of property along LaFranier Road from A-1 Agricultural District to the R-1M Multiple-Family Residential District (6:21)

The applicant has requested to rezone 30 acres of land from the A-1 Agricultural District to the R1-M Multi-Family Residential District. The application affects four properties along LaFranier Road about ¼ mile north of Hammond Road. This rezoning request is consistent with the Master Plan and has been reviewed by the County Planning Commission.

Korn opened the Public Hearing at 6:22pm.

Mark Oppenhuizen, of Oppenhuizen Architects spoke and said he would answer any questions that the board members had regarding the request.

Korn closed the Public Hearing at 6:24pm. Commissioners discussed the request.

Featherstone moved and McManus seconded THAT the Planning Commission's adopted Findings of Fact for Application Z-2014-02, attached to PD Report 2015-22 and forming part of this motion, BE APPROVED.

Yeas: Featherstone, McManus, Agostinelli, Schmuckal, Korn

Nays: None

Agostinelli moved and Featherstone seconded THAT application Z-2014-02, submitted by Midwest MFD LLC to rezone lands along LaFranier Road to the R1-M Multiple Family Zoning District, and constituting amendment No. 312 to the Garfield Township Zoning Ordinance, BE APPROVED.

Yeas: Agostinelli, Featherstone, McManus, Schmuckal, Korn

Nays: None

b. Public Hearing – PD-2015-23 – Major Amendment to the Arbors of Traverse Planned Unit Development (6:29)

The application requests a major amendment to the Arbors at Traverse Planned Unit Development to expand the project boundary and to add 32 additional parking spaces. The Arbors apartment complex is located along Hammond Road and was initially approved in 2002. The proposed parking area is located to the southwest corner of the site along Hartman Road. The applicant has expressed a need for additional parking spaces for residents and their guests due to the revisions to the building design.

Korn opened the Public Hearing at 6:30.

Mark Oppenhuizen, architect, spoke and explained that a small piece of property owned by the same group was brought into the Arbors PUD and has no problem with the conditions set forth by the Township Planning Department. Board members discussed the proposed addition of parking.

Korn closed the Public Hearing at 6:36 p.m.

Schmuckal moved and Agostinelli seconded THAT the Findings of Fact originally adopted for Special Use Permit #2002-03 do not require modification as they remain current and valid for major amendment application #SUP-2002-03-D.

Yeas: Schmuckal, Agostinelli, McManus, Featherstone, Korn

Nays: None

Schmuckal moved and McManus seconded THAT application #SUP-2002-03-D be APPROVED, subject to the following conditions:

- 1. The applicant shall secure all necessary agency review and approvals prior to the issuance of a land use permit.*
- 2. The applicant shall work with Staff to come to an acceptable solution to inhibit vehicular trespass on lands to the north of the project area.*
- 3. Approval is subject to final stormwater review by the Township Engineer.*
- 4. Regarding the existing retaining wall:*
 - a. Approval is subject to receipt of as-built construction drawings as certified by an architect or engineer;*
 - b. An architect or engineer shall verify that the existing retaining wall is structurally adequate; and*
 - c. A building permit is required.*
- 5. Approval is subject to issuance of a building permit for the proposed retaining walls prior to construction.*
- 6. The applicant shall provide two (2) full-sized plan sets, one (1)*

11" x 17" plan set, and one electronic plan set copy (in PDF format) with all updates as required by the conditions of this approval.

Yeas: Schmuckal, McManus, Agostinelli, Featherstone, Korn

Nays: None

c. Public Hearing – PD-2015-24 – Proposed Second Amendment to 5-Year Parks and Recreation Plan – Consideration of Resolution 2015-03-T, a resolution adopting Amendment #2 to the 5-Year Parks and Recreation Master Plan (6:38)

Larrea said that this item was a housekeeping matter and needed to be adopted again.

Korn opened the Public Hearing at 6:39pm and seeing no one wishing to speak, closed the public hearing.

Agostinelli moved and Schmuckal seconded to adopt Resolution 2015-03-T, a resolution adopting Amendment #2 to the 5-Year Parks and Recreation Master Plan.

Yeas: Agostinelli, Schmuckal, McManus, Featherstone, Korn

Nays: None

d. PD 2015-25 Premier Manor Major PUD Amendment - RDO (6:40)

Larrea spoke with the attorney of the client and they want make a few changes to the RDO and staff wants the time to review those changes.

Agostinelli moved to postpone any action on the Premier Manor Major PUD amendment and Featherstone seconded the motion.

Yeas: Agostinelli, Featherstone, Schmuckal, McManus, Korn

Nays: None

7. New Business

a. Consideration of a Contract Agreement with Grand Traverse County for Tax Mapping Services (6:41)

Ernest Cacciaglia proposed a tax mapping contract agreement between Grand Traverse County GIS and Garfield Township for tax mapping in the township. Cacciaglia talked about how far the GIS mapping has come in recent years. He said that the opportunity for more accurate mapping began in Long Lake Township in 2004, and in 2008, four other municipalities signed contract with the county. This contract has been reviewed by both Brian VanDenBrand and Amy DeHaan and they approve of the services being offered. Larrea said that accurate GIS tax mapping would benefit all departments in the township.

Agostinelli moved and Schmuckal seconded to enter into the GIS Tax Mapping agreement with Grand Traverse County at a cost of \$9,028.

Yeas: Agostinelli, Schmuckal, Featherstone, McManus, Korn

Nays: None

b. Consideration of Resolution 2015-04-T, a Resolution Proclaiming April 2015 as Social Host Awareness Month (6:46)

Schmuckal moved and Featherstone seconded to adopt Resolution 2015-04-T, a Resolution Proclaiming April 2015 as Social Host Awareness Month.

Yeas: Schmuckal, Featherstone, Agostinelli, McManus, Korn

Nays: None

c. Request from Tim Hinckley of the TC Boom Boom Club for Garfield Township to contribute \$3,500 for the Fourth of July fireworks performance. (6:47)

Schmuckal moved and McManus seconded to contribute \$3,500 to the TC Boom Boom Club for the Fourth of July fireworks.

Yeas: Schmuckal, McManus, Agostinelli, Featherstone, Korn

Nays: None

d. Zoning Administrator Report/Update (6:48)

Schmuckal said the Personnel Committee asked Larrea to investigate the Zoning Administrator's salary as it relates to the duties and experience of comparable positions throughout Grand Traverse County. After researching and looking into the matter, it was determined that Zoning Administrator Sara Kopriva is underpaid. Schmuckal said that a raise needs to be considered at this time for Kopriva based on her level of education and experience. She recently received a Master's Degree and also has national certification as a Planner. The Board discussed the matter and how much compensation was fair based on Larrea's research.

Featherstone moved and McManus seconded to raise Kopriva's salary to \$55,000 per year effective immediately.

Board members discussed the salary further.

Yeas: Featherstone, McManus, Schmuckal

Nays: Korn, Agostinelli

8. Public Comment: (6:54)

Schmuckal noted that Schumacher's name was still on many items and needed to be replaced with Clerk McManus' name.

9. **Other Business (6:55)**

10. **Adjournment**

Korn adjourned the meeting at 6:56pm.



Chuck Korn, Supervisor
Charter Township of Garfield
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Lanie McManus, Clerk
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