

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, March 28, 2017 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 – March 14, 2017 (Recommend Approval)

b. Bills -

General Fund	\$ 11,820.83
(Recommend Approval)	

Gourdie-Fraser

Developer's Escrow Fund	\$ 1,700.00
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Utility Receiving Fund	27,915.00
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Total	\$ 29,615.00
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(Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

6. Reports

- a. Assessor Report
- b. Northflight Report
- c. Construction Report
- d. GT County Metro Report
- e. County Commissioner's Report
- f. Treasurer's Report
- g. Clerk's Report
- h. Supervisor's Report

7. Unfinished Business

- a. Public Hearing – Consideration Of Resolution 2017-6-T(C), A Resolution To Accept The Special Assessment Roll For Oak Terrace Road Special Assessment
- b. Board Appointment Policy

8. New Business

- a. Consideration Of Resolution 2017-10-T, To Recommend The Application For A Microbrewery License To Ubrew, LLC.
- b. Fire Chief Pat Parker-Metro 2016 Annual Report

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
March 14, 2017**

Chuck Korn called the Town Board Meeting to order on March 14, 2017 at 6:01 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

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

Staff Present: Rob Larrea

1. Public Comment (6:02)

Jay Buckmaster, CEO of YMCA, thanked the board members for their ongoing partnership and gave an update on the YMCA programs in Traverse City.

2. Review and Approval of the Agenda - Conflict of Interest (6:04)

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

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

Nays: None

3. Consent Calendar (6:04)

a. Minutes

February 28, 2017 Meeting (Recommend Approval)

b. Bills

General Fund	\$89,440.62
(Recommend Approval)	

c. Consideration of Resolution 2017-7-T, Introduce Amendment #2 to Ordinance #63 Parks and Recreation Commission Ordinance and set for public hearing March 28th.

Agostinelli asked to remove consent item 3c to New Business Item c.

Duell moved and Blood Law seconded to approve the consent calendar as amended.

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

4. Correspondence (6:07)

- a. Grand Traverse Conservation District February 2017 Activity Report
- b. Barlow Street Emails
- c. Oak Terrace letters

6. Reports

a. Sheriff Department Report (6:07)

Deputy Chris Barsheff gave board members the February stats and Garfield Township had 41% of all calls in the county. Total calls were down by 150 in the month of February. The sheriff's department is taking part in an initiative to reduce youth homelessness in the community. He also attended career day at the high school and gave two active shooter presentations. The department also met with the Boardman River Clean Sweep and donated a basketball hoop to the Carson Square project.

b. Assessor Report (6:13)

Assessor Amy DeHaan took questions from the board and said that many of them are being dismissed since the valuations were justified.

Blood Law moved and Schmuckal seconded to receive and file the MTT update given in writing.

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

c. Northflight Report (6:17)

No report

d. County Commissioner's Report (6:17)

No report

e. Personnel Committee Report (6:17)

Schmuckal said that the Deputy Planner position would be reposted and run until April 3rd. The job description has been adjusted to reflect the search for someone with specific GIS and Planning skills.

f. Treasurer's Report (6:19)

Blood Law updated that the most recent state revenue sharing was up by 5.88% over last year and she projects another overall increase for the 2017 year.

g. Clerk's Report (6:19)

McManus said her office is gearing up for the May 2nd election. Ballots have arrived and will be tested and then sent to absentee voters. BATA will reimburse the township for much of the election cost.

h. Supervisor's Report (6:20)

Korn reported that he met with the Traverse City Manager and the Grand Traverse Foundation regarding a sustainable maintenance program for the Boardman Loop. Thus far, there has been a very light turnout for the March Board of Review.

7. Unfinished Business

a. Public Hearing on the Petitions, Plans, District and Estimated Costs for a Special Assessment District for Oak Terrace Roads (6:22)

Supervisor Korn explained the proposed project to audience members and said that the township had received two good estimates and would like to grant the job to D.J. McQuestion & Sons. Costs are a bit higher than projected since staging the project at the top of the hill and traffic control will add time and expense. The project will be a crush and shape and sewer and water services will be completely connected. The water and sewer connections will be paid by the township and will not be included in the Special Assessment. He explained the benefits to owners and said that residents could have seven years to pay the special assessment at an approximate interest rate of 3.59% or pay the cost in full the first year and not be assessed any interest. The Grand Traverse County Road Commission agreed to share 25% of the cost and Garfield Township will share 25%. Residents will be assessed the other 50% of the cost which comes to \$133,343,44. The resolution before board members would be to create the SAD and order the creation of a roll. Then the roll will be presented, published and mailed out to affected residents.

Korn opened the Public Hearing at 6:38pm.

One gentleman asked if other subdivisions with one entry and exit were being assessed in the same fashion if their roads needed to be fixed.

Debbie Jewell, a condominium owner on Terrace Bluff Drive said that the condo complex has private roads and it is not fair that she has to pay for the public roads since she already pays to maintain her private road.

Bill Harmon of Terrace Bluff Drive asked about a traffic study and said that there are many buses and other types of traffic on the road aside from cars.

Jack Miller of Oak Terrace said that based on road frontage, Terrace Bluff should be included in the SAD.

Stacy Isles, Attorney for the Terrace Estates Condominium Association said that there is a written signed objection from over 20% of landholders. She asks that the document be evaluated to ensure that the township is in compliance with SAD laws.

Mike Orth of S. Garfield Road commented that this seemed like another instance of passing the buck to those who do not own frontage on the road.

Janet Diehl of Terrace Bluff Drive asks that the township assess fairly based on the amount of road frontage.

Korn closed the Public Hearing at 6:59pm.

Board members discussed proposed special assessment and the issue of road frontage. They agree that many people may have concerns in light of not knowing their assessment at this point and not knowing the method of assessment. Supervisor Korn said he will review the SAD law, but assured the board that they were within the boundaries of the law.

Duell moved and Schmuckal seconded to approve Resolution 2017-06-T(b) a Resolution to Create Oak Terrace Drive Roads Special Assessment District and Order Preparation of Special Assessment Roll.

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

Korn said that the next Public Hearing would be held on March 28th and scenarios for an assessment would be presented.

b. Public Hearing on Amendment #5 to Ordinance #68 – Zoning Ordinance Amendments (7:13)

Larrea explained that this amendment to the ordinance had been recommended by the Planning Commission and sent on to the board for final approval. The proposed amendments are to Section 630J, Planned Development Signs, Section 630G, Signs Permitted in C-P Planned Shopping Center Commercial Districts, Section 426F and 427E, PURD amendments, the creation of Section 108, Concurrent Applications Prohibited and the elimination of Section 630K, Comprehensive Sign Plan. Korn opened the Public Hearing at 7:17pm and seeing no one wishing to comment, closed the Public Hearing.

Agostinelli moved and Walters seconded THAT Resolution 2017-03-T, to adopt the fifth amendment to Charter Township of Garfield Ordinance No. 68 (Zoning Ordinance), BE APPROVED.

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

8. New Business**a. Resolution 2017-9-T Proclaiming April 2017 as Social Host Awareness Month (7:18)**

Schmuckal moved and Walters seconded to adopt Resolution 2017-9-T Proclaiming April 2017 as Social Host Awareness Month.

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

b. Draft Board Appointment Policy (7:19)

Board members reviewed the policy and agreed that it should bring some structure to the process of filling any board or commission vacancies. Board members discussed the document, clarified some important points, and made suggestions for changes. Comments were made regarding the timeline and board member review of candidates. Board members should email any other proposed changes to Blood Law.

c. Consideration of Resolution 2017-7-T, Introduce Amendment #2 to Ordinance #63 Parks and Recreation Commission Ordinance and set for Public Hearing March 28th. (7:32)

Board members reviewed the proposed amendment to the Parks and Recreation Commission Ordinance. Consideration of pay, number of members and posting of meeting minutes were discussed. No action was taken and it will be brought back to the Board at the next scheduled meeting.

9. Public Comment: (7:44)

None

10. Other Business (7:44)**11. Adjournment**

Korn adjourned the meeting at 7:46pm.

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

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
03/09/2017	GEN	35829	0022	ALPERS EXCAVATING	SIVER LAKE PARK SNOWPLOWING	324.00
03/09/2017	GEN	35830	0100	GRAND TRAVERSE COUNTY DPW	5105021	143.17
03/09/2017	GEN	35831	0100	GRAND TRAVERSE COUNTY DPW	5590511	11.50
03/09/2017	GEN	35832	0050	INTEGRITY BUSINESS SOLUTIONS	PAPER	115.95
03/09/2017	GEN	35833	0911	KLM LANDSCAPE	MAY 2016 LAWCARE	1,000.00
03/09/2017	GEN	35834	0911	KLM LANDSCAPE	MAY 2016 LAWCARE	900.00
03/09/2017	GEN	35835	0557	MAPLE RIVER DIRECT MAIL	AV APP MAILING	4.51
03/09/2017	GEN	35836	0036	SMITH HAUGHY RICE & ROEGGE	LEGAL SVCS	55.50
03/09/2017	GEN	35837	0054	SONDEE, RACINE, DOREN	LEGAL SVCS	150.00
03/09/2017	GEN	35838	0509	TEAMSTERS LOCAL 214	UNION DUES	151.00
03/09/2017	GEN	35839	0040	TEMPERATURE CONTROL	SMOW MELT PUMP LEAK	675.00
03/09/2017	GEN	35840	0377	U.S. POSTAL SERVICE	POSTAGE 36771079	2,000.00
03/09/2017	GEN	35841	0051	THE COPY SHOP	AV CLERK ENVELOPES	627.00
03/21/2017	GEN	35842	0053	AFLAC	AFLAC	679.71
03/21/2017	GEN	35843	0930	BRENDA BURROWS	ELECTION WORK	150.00
03/21/2017	GEN	35844	0935	CHLOE MACOMBER	MILEAGE	118.93
03/21/2017	GEN	35845	0064	CITY OF TRAVERSE CITY	170975-98310	10.61
03/21/2017	GEN	35846	0086	GRAND TRAVERSE COUNTY TREAS	BOR AD	34.49
03/21/2017	GEN	35847	0435	ICC	CODE BOOKS	343.95
03/21/2017	GEN	35848	0050	INTEGRITY BUSINESS SOLUTIONS	CLASP ENVELOPES	159.86
03/21/2017	GEN	35849	0047	MICHIGAN ASSOC OF PLANNING	DEP PLANNER AD	75.00
03/21/2017	GEN	35850	0568	NORTHERN OFFICE EQUIP	SVC CONTRACT	75.00
03/21/2017	GEN	35851	0940	ROTARY MULTIFORMS INC	BUFFALO RIDGE TRAIL SIGN	209.80
03/21/2017	GEN	35852	0040	TEMPERATURE CONTROL	DAMPER REPAIR	547.50
03/21/2017	GEN	35853	MISC	TREDROC TIRE SERVICES	HAND CART TIRE REPAIR	12.92
03/21/2017	GEN	35854	0142	VERIZON	PHONES	255.43
03/22/2017	GEN	35855	MISC	MARDEX SECURITY	SECURITY CAMERAS	2,990.00

GEN TOTALS:

Total of 27 Checks: 11,820.83
 Less 0 Void Checks: 0.00
 Total of 27 Disbursements: 11,820.83

3. b.



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874
231.946.3703

March 21, 2017

**SUMMARY OF FEBRUARY & MARCH BILLINGS FOR
APPROVAL FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

1. Engineering consulting services for storm water site plan review Silver Lake Elementary School, Escrow# 214.824	
Project# 17029C Invoice No. 17029303	620.00
2. Engineering consulting services for storm water site plan review City Church Expansion (Keystone Road), Escrow# 214.836	
Project# 17029C Invoice No. 17029304	405.00
3. Engineering consulting services for storm water site plan review Auto Zone Development, Escrow #218.825	
Project# 17029C Invoice No. 17029305	675.00
Total	<u>1,700.00</u>

II. Utility Receiving Fund

1. Engineering consulting services for National Fish & Wildlife SOGL Grant Cass Road Drainage District Improvements	
Project# 17029C Invoice No. 17029306	2,025.00
2. Engineering consulting services MDEQ irrigation Well 2017 Water Use Annual Fee Silver Lake Recreation park	
Project# 17029C Invoice No. 17029307	230.00
3. Engineering services for final design, bidding, construction services. NW Service District Water System Improvements (Water Storage Tank)	
Project# 16037 Invoice No. 1603705	25,660.00
Total	<u>27,915.00</u>

VI. Total	<u>0.00</u>
GRAND TOTAL	<u>\$29,615.00</u>

Invoice



Gourdie-Fraser, Inc.
123 West Front Street
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

March 21, 2017
Project No: 17029C
Invoice No: 17029303

Re: Storm Water Site Plan Review, Silver Lake Elementary School
Escrow #214.824

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal review for compliance with Storm Water Ordinance #49.

Professional Services from February 5, 2017 to March 18, 2017

Professional Personnel

	Hours	Amount
Sr. Project Manager	1.00	
Design Engineer	5.50	
Totals	6.50	620.00
Total Labor		
		\$620.00
	Total this Invoice	\$620.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street
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

March 21, 2017
Project No: 17029C
Invoice No: 17029304

Re: Storm Water Site Plan Review, City Church Expansion (Keystone Road)
Escrow #214.836

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal review for compliance with Storm Water Ordinance #49.

Professional Services from February 5, 2017 to March 18, 2017

Professional Personnel

	Hours	Amount
Design Engineer	4.50	
Totals	4.50	
Total Labor		405.00
Total this Invoice		\$405.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street
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

March 21, 2017
Project No: 17029C
Invoice No: 17029305

Re: Storm Water Site Plan Review, Autozone Development
Escrow #218.825

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal review for compliance with Storm Water Ordinance #49.

Professional Services from February 5, 2017 to March 18, 2017

Professional Personnel

	Hours	Amount
Design Engineer	7.50	
Totals	7.50	
Total Labor		675.00
Total this Invoice		\$675.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street
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

March 21, 2017
Project No: 17029C
Invoice No: 17029306

Re: Cass Road Drainage District Improvements / National Fish & Wildlife SOGL Grant

Services Performed: Engineering services for submission of a grant to assist with portions of the Cass Road project including rail road and road culvert replacement. Services include cost estimates, narrative, photos and coordination with Conservation District to assist.

Professional Services from February 5, 2017 to March 18, 2017

Professional Personnel

	Hours	Amount
Design Engineer	22.50	
Totals	22.50	
Total Labor		2,025.00
Total this Invoice		\$2,025.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street
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

March 21, 2017
Project No: 17029C
Invoice No: 17029307

Re: Silver Lake Recreation Park, irrigation Well 2017 Water use Fee (Annual)

Services Performed: Engineering services as needed.

Professional Services from February 5, 2017 to March 18, 2017

Reimbursable Expenses

MICHIGAN DEPT OF ENVIRONMENTAL QUALITY

2/28/2017 MICHIGAN DEPT OF 2017 WATER US REPORTING 230.00
ENVIRONMENTAL QUALITY FEE

Total Reimbursables 230.00 230.00

Total this Invoice \$230.00

Invoice



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

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

March 21, 2017
 Project No: 16037
 Invoice No: 1603705

Re: NW Service District Water System Improvements

Services Performed: Engineering and construction services for final design, bidding, construction staking, observation and administration, close out and record drawings for watermain extension.

Project Location: Harris Road and Cedar Run Road, Garfield Township, Grand Traverse County, Michigan.

Professional Services from February 5, 2017 to March 18, 2017

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
WATER STORAGE TANK	0.00	0.00	0.00	0.00	0.00
Research	15,000.00	100.00	15,000.00	15,000.00	0.00
Engineering Design	25,000.00	100.00	25,000.00	22,500.00	2,500.00
Topographic Survey	5,000.00	100.00	5,000.00	5,000.00	0.00
Bidding	5,000.00	0.00	0.00	0.00	0.00
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	10,000.00	0.00	0.00	0.00	0.00
Construction Inspection	25,000.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	3,500.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
WATERMAIN EXTENSIONS	0.00	0.00	0.00	0.00	0.00
Prop. Acquisition/Utility Research	10,000.00	35.00	3,500.00	2,500.00	1,000.00
Final Design/Permitting	50,000.00	50.00	25,000.00	12,500.00	12,500.00
Topographic Survey	15,000.00	50.00	7,500.00	6,000.00	1,500.00
Bidding	6,500.00	0.00	0.00	0.00	0.00
Construction Staking	20,000.00	0.00	0.00	0.00	0.00
Construction Administration	25,000.00	0.00	0.00	0.00	0.00
Construction Inspection	120,000.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	9,500.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
INFRASTRUCTURE UPGRADE/BOOSTER STATION	0.00	0.00	0.00	0.00	0.00
Research	25,000.00	30.00	7,500.00	6,250.00	1,250.00
Final Design/Permitting	69,100.00	10.00	6,910.00	0.00	6,910.00
Topographic Survey	15,000.00	0.00	0.00	0.00	0.00
Bidding	6,850.00	0.00	0.00	0.00	0.00
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	30,000.00	0.00	0.00	0.00	0.00
Construction Inspection	20,350.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	6,500.00	0.00	0.00	0.00	0.00
Total Fee	527,300.00		95,410.00	69,750.00	25,660.00

Total Fee 25,660.00

Total this Invoice \$25,660.00

Garfield Charter Township

TO: Chuck Korn, Supervisor, and March Board of Review
 RE: 2017 POST-March Board of Review Assessment Roll Figures

FROM: Amy L. DeHaan MMAO(4) - Assessor
 DATE: March 16, 2017

The following AV / SEV and Taxable Values are submitted for your review in accordance with Sec. 211.53b MCL.

Classification	# Parcels	AV / SEV	Change from Prev. Yr.	Percent of Total	Taxable Value	Change from Prev. Yr.	Percent of Total	TV as a % of SEV
Real:								
Agricultural	-	-	0.00%	0.00%	\$ -	0.00%	0.00%	0.00%
Residential	5,528	\$ 548,933,600	5.57%	52.17%	\$ 446,267,514	3.76%	49.88%	81.30%
Commercial	1,006	\$ 368,340,500	3.04%	35.01%	\$ 320,089,044	3.44%	35.78%	86.90%
Industrial	75	\$ 26,757,000	8.29%	2.54%	\$ 21,787,738	4.31%	2.44%	81.43%
TOTAL	6,609	\$ 944,031,100	8.10%	89.73%	\$ 788,144,296	4.89%	88.09%	83.49%
Personal:								
Commercial	1,428	\$ 42,058,400	1.05%	4.00%	\$ 42,058,400	1.05%	4.70%	100.00%
Industrial	53	\$ 14,503,000	-15.62%	1.38%	\$ 14,503,000	-15.62%	1.62%	100.00%
Utility	5	\$ 22,006,600	-1.89%	2.09%	\$ 22,006,600	-1.89%	2.46%	100.00%
TOTAL	1,486	\$ 78,568,000	-8.31%	7.47%	\$ 78,568,000	-8.31%	8.78%	100.00%
TOTAL Ad Valorem								
		\$ 1,022,599,100	6.11%	97.19%	\$ 866,712,296	2.96%	96.87%	84.76%
Special Acts:								
PILT - Pays 4% Fee	18	\$ 25,993,600	3.19%	2.47%	\$ 24,752,980	0.72%	2.77%	95.23%
DNR-PILT	1	\$ 123,200	0.00%	0.01%	\$ 55,681	0.90%	0.01%	45.20%
County Land Bank Sale	9	\$ 425,600	78.00%	3.85%	\$ 395,688	72.63%	0.04%	92.97%
TOTAL	28	\$ 26,542,400	3.87%	6.33%	\$ 25,204,349	1.38%	2.82%	94.96%
Abated:								
IFT Real Rehab (Full Rate)	1	\$ 40,300	0.00%	0.00%	\$ 40,280	0.00%	0.00%	99.95%
IFT Real New (1/2 rate)	3	\$ 918,700	16.25%	0.09%	\$ 712,554	-9.84%	0.08%	77.56%
IFT Personal-Com'l Land	-	-	0.00%	0.00%	-	0.00%	0.00%	0.00%
IFT Personal (1/2 rate)	10	\$ 2,021,400	-12.11%	0.19%	\$ 2,021,400	-12.11%	0.23%	100.00%
TOTAL	52	\$ 2,980,400	-73.78%	0.28%	\$ 2,774,234	-75.55%	0.31%	93.08%
Full Rate Equivalent Values	175	\$ 1,510,350	-73.52%	0.14%	\$ 1,407,257	-75.28%	0.16%	93.17%
Exempt Parcels	175							
Grand TOTAL of all Classes	8,350	\$ 1,052,121,900	9.05%	97.48%	\$ 894,690,879	4.72%	100.00%	85.04%
Grand Total Equivalent to Full Rate	8,350	\$ 1,050,651,850	9.54%	100.00%	\$ 893,323,902	5.25%	100.00%	85.03%
Other								
Special Acts:								
Commons RZ - Real	19	\$ 2,523,800	-3.65%	98.32%	\$ 1,756,676	0.32%	97.61%	69.60%
Commons RZ - Personal	5	\$ 43,000	-10.42%	1.68%	\$ 43,000	-10.42%	2.39%	100.00%
T&D RZ - Real	3	-	-100.00%	0.00%	-	100.00%	0.00%	0.00%
T&D RZ - Personal	2	-	-100.00%	0.00%	-	-100.00%	0.00%	0.00%
TOTAL:		\$ 2,566,800	-13.02%	100.00%	\$ 1,799,676	-27.78%	100.00%	70.11%

NOTE: These Special Acts parcels are included in the Ad Valorem totals but are taxed differently.
 Tool & Die Renaissance Zone parcels begin paying at 100% rate for 2017.

**March Board of Review
Appeal History**

	Real Property				Poverty		Veteran		Personal Property				TOTAL	Write-Ins
	Agr	Res	Com	Ind	Applications	Exemptions	Com	Ind	Util					
2003	2	18	54	10	2		102	4	3			195		
2004	1	65	49	9	1		65	6	1			197		
2005	3	24	37	10	3		40	1	1			119		
2006	1	30	32	9	4		52	4	1			133		
2007	1	237	26	9	3		41	2	1			320		
2008	2	237	37	11	3		39	1	1			331		
2009	1	138	57	37	6		87	6	1			333		
2010	1	75	58	12	7		192	8	1			354		
2011	2	53	58	4	6		29	2	1			155		
2012	0	123	34	3	4		18	2	0			184	103	
2013	0	45	0	23	2		41	1	0			112	27	
2014	0	19	9		4	15	38					85		
2015	0	27	30	1	6	22	29	1				116		
2016	0	24	13	1	5	27	17					87	21	
# Granted			17	7	5		27	14				70	80%	
2017	0	16	7	0	5	29	27	1				85	12	
# Granted			12	2	5		28	24	1			71	84%	
Averages:	1	75	33	10	4	23	54	3	1			175		

(since '03)

Charter Township of Garfield**Construction Update****February 23, 2017****Water Projects****Northwest Service District – Water System Improvements**

GFA is continuing to work on the overall project with our goal to have piping, tank and booster station completed by December 2017. The status of the multiple phases are summarized in March 23rd Memo.

General Utilities**GTCRC – Oak Terrace Road Improvements**

Extension of water / sewer are proposed contingent on approval of Road Improvement SAD. Preconstruction meeting scheduled for March 23rd and project to start in mid April

Sewer / Water City Contracts

GFA continues to assist the Township and DPW on negotiations with the City of Traverse City on the Bulk Water and Sewer Agreements.

GFA continues to assist the Township on the proposed Lafranier Water Tank Rehabilitation Project that the City is conducting.

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.

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

A portion of the watermain installed in 2004 that feeds the McCrae tank was found to be exposed in October 2014. The Grand Traverse Drain Commission is in the process of replacing culverts that cross the Railroad along Cass Road at Miller Creek as part of the Cass Road Drainage District Assessment to correct an existing stormwater issue for that area. GFA continues to coordinate with them, Township and Commission on fixing grading in the area in conjunction with their project to cover watermain. Final Design plans were reviewed back in November. GFA recently submitted a NWF Grant requesting \$500,000 to help fund with the project upon the Boards approval. In early May we will find out the results of the application. A status updated meeting with Drain Commission and their engineer is planned for April 14th.

Utility Plan Reviews

North Bay Produce

Water Connections have been completed. Sanitary Sewer has not been installed and anticipate it will be completed in the Spring of 2017 due to weather

Hammond / Commerce Lot 24 & Commons

Project is completed and awaiting final walkthrough to occur in April

Traditions

Plans have been submitted to Township for review. Will complete upon confirmation of escrow.

Ridges at 45

2nd Phase has begun (northern units) and watermain loop and leads to be installed. GFA will conduct oversight and assist with closeout on behalf of the Township. Completion anticipated to be in May

Stormwater Plan Reviews

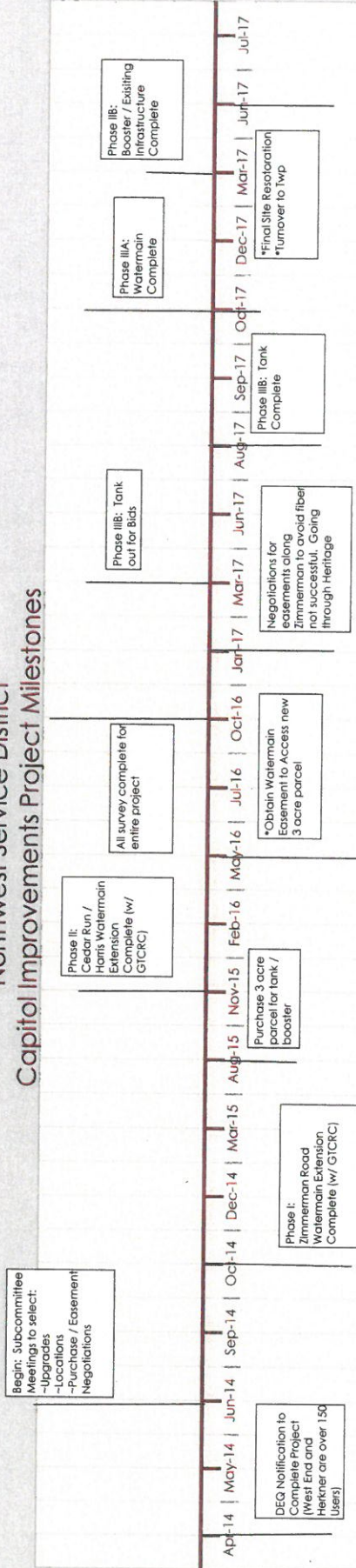
The following have been completed:

Silverlake Elementary School – Parking Lot Expansion

AutoZone Site located on M-37

City Church located on Keystone Road

Northwest Service District Capitol Improvements Project Milestones



Updated: March 23, 2017

MEMO

To: Township Trustees

Re: NW Service District : Water System
Improvements Project Overall Status
Update

From: Jennifer Hodges

Date: March 23, 2017

Garfield Township and GFA have been moving forward on this project. With growth accelerating in the NW region of the Township, operational issues continuing to present themselves to existing users and the Garfield Township has made a commitment to provide the necessary improvements in the NW region of the Township to accommodate This project is being completed consistent with the 2011 Water Reliability Study as completed by GFA and approved by the Michigan Dept of Environmental Quality (MDEQ). This memo has been prepared to briefly define extent of work that has already been completed and the scope of work that remains along with budget, and construction schedule. See attached illustrations for reference.

Phase I / II

Watermain Extension

Extensions of watermain along Zimmerman, Cedar Run and Harris Roads have been completed which comprises 75% of the watermain associated with the overall project. This infrastructure was installed in collaborative efforts with the Road Commission during their road rehabilitation projects in the same areas. These projects began in 2014 and were completed in October 2015. Total costs (including engineering / inspection fees) for these projects were as follows:

\$1,714,406 – Cedar Run / Harris Watermain (Twp Funded)
\$469,864 – Zimmerman Road Watermain (Twp Funded)
\$190,482 – Brookside Watermain (Twp Reimbursement)*

Survey / Easements / Property Purchase

GFA conducted a topographic survey of the existing roads for the proposed watermain route and coordinated the property purchase / easement access for the proposed tank site including associated document. Completion was in May 2016 and total cost for these services provided by GFA were \$31,500. The cost for the purchase of the tank property was \$54,000 and the cost for the easement was negotiated to be installation / connection of three (3) service leads to provide water service to the residents on the parcel and benefit fees (estimated cost of \$10,000).

Phase III

A. Watermain Installation

Installation of the remaining portions of 16" (low pressure) and 12" (high pressure) watermain along Zimmerman (existing and proposed) and to the proposed tank site. Negotiations with property owners to obtain easements along Zimmerman were unsuccessful and pipe is to be rerouted through public roads in Heritage Estates. Pursuit of easement with parcels north of Brookside have been verbally approved and final terms are currently being negotiated. Pending easement, project is anticipated to be complete, permitted and under construction in August.

B. Booster / Storage Tank

Installation of a ground water storage tank and accompanying booster station and upgrades to existing infrastructure including pressure reducing, booster station and elevated tank abandonments and/or relocations. Permit of the tank has been finalized and is out for bids. GFA will present costs and options at board meeting in April and anticipated completion in August. The remaining booster station and existing infrastructure upgrades are still under design phase and operations being reviewed with DPW. It is anticipated project to be complete, permitted and under construction in October.

Phase IV

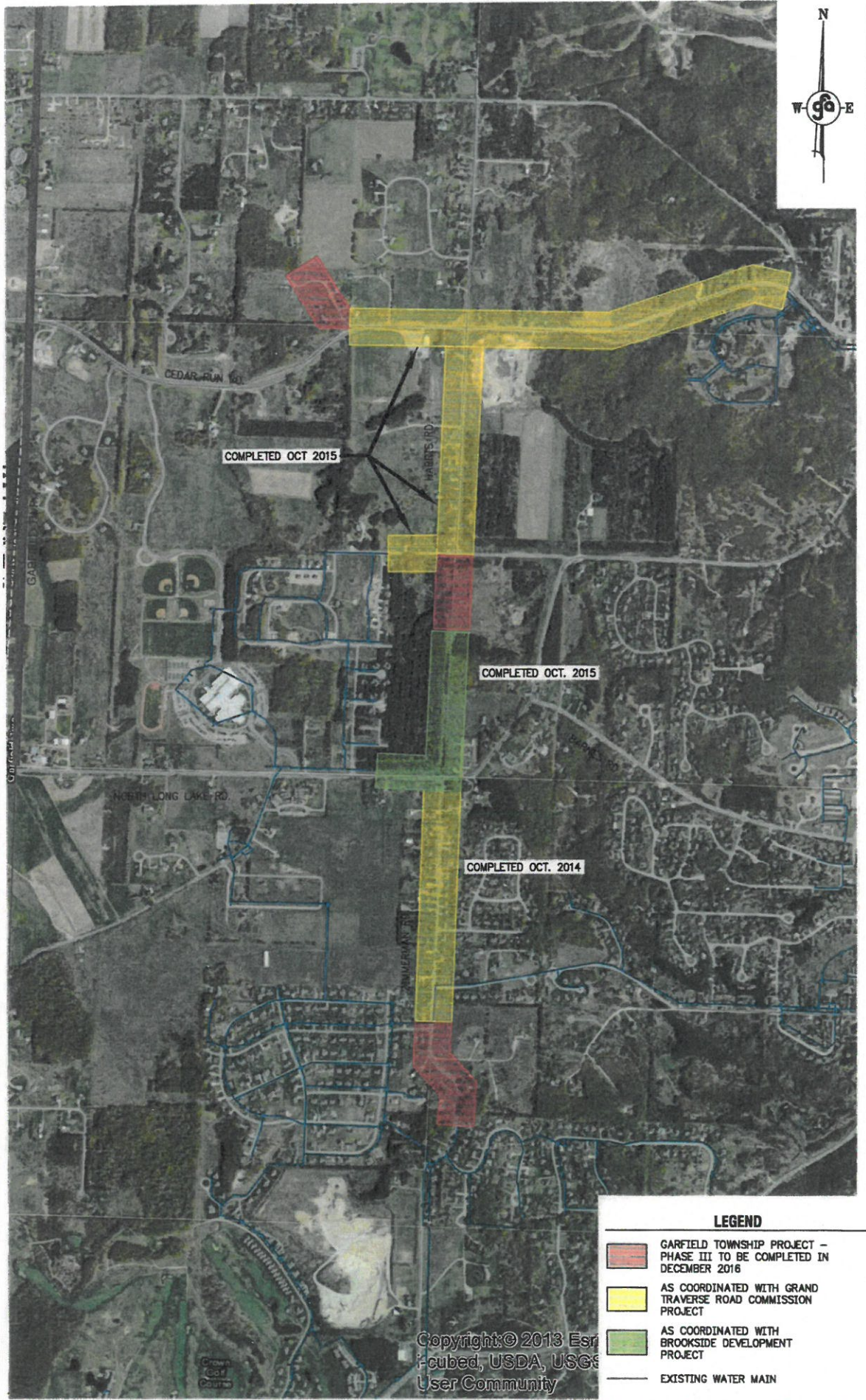
Summary Scope of Work: Construction of a secondary water source to fill the Ground Storage Tank from Phase I. Several possible options exist including construction of a new groundwater wellfield including treatment and piping, connection to the City of Traverse City at Munson including upgrades to the Munson Booster Station, and connection to the existing Elmwood Township water system (Timberlee) including piping, connection to Blair Township water system including piping.

Budget: The price range for construction of this project is \$500,000 to \$3,000,000. This pricing is estimated and dependent upon the type and location of the second water source and outcome of the negotiations with the City of Traverse City with respect to the Master Water Agreement to obtain more water. Once finalized, an updated cost estimated will provided to the Township Board.

Timeline for Completion: Preliminary design / investigation in 2017 / 2018

Overall

As presented to the board in a memo and corresponding cost estimated dated February 4, 2015 and March 2014 respectively, the overall budget for this project including engineering / inspection fees was estimated at \$6,000,000. To date, a total of \$2,460,000 has been spent as identified above with a proposed \$3,781,800 additional to be spent to complete the project (Phase III). Current updated cost estimates indicate this is an adequate amount however, GFA will continue to monitor budgets, costs and report to the board as project progresses.



LEGEND

	GARFIELD TOWNSHIP PROJECT - PHASE III TO BE COMPLETED IN DECEMBER 2016
	AS COORDINATED WITH GRAND TRAVERSE ROAD COMMISSION PROJECT
	AS COORDINATED WITH BROOKSIDE DEVELOPMENT PROJECT
	EXISTING WATER MAIN

Copyright © 2013 Esri
 ArcGIS, USDA, USGS
 User Community

PROJECT: NORTHWEST SIDE SERVICE DIST. IMPROVEMENTS (02-09-16 3:13 PM) GALLAGHER






Proposed Northwest Side Service District Water Main Layout
 Garfield Township, Grand Traverse County
 Map 3



N
 W gfa E
 APPROX. SCALE
 1"=1000'

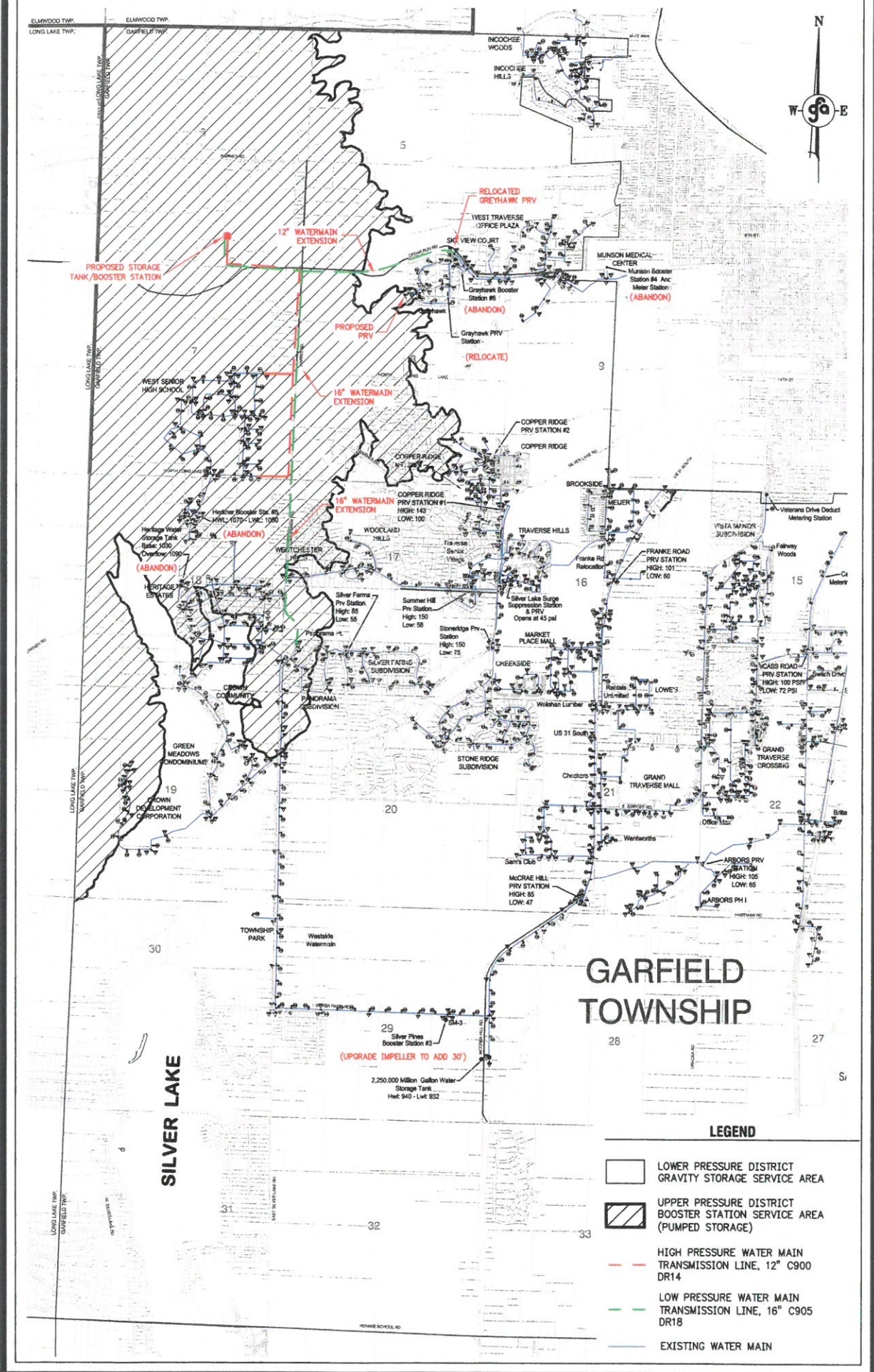


LEGEND

	LOWER PRESSURE DISTRICT GRAVITY STORAGE SERVICE AREA
	UPPER PRESSURE DISTRICT BOOSTER STATION SERVICE AREA (PUMPED STORAGE)
	HIGH PRESSURE WATER MAIN TRANSMISSION LINE, 12" C900 DR14
	LOW PRESSURE WATER MAIN TRANSMISSION LINE, 16" C905 DR18
	EXISTING WATER MAIN

T:\PROJECTS\140022\140022\140022\140022_140022_140022 (02-09-18 3:20 PM) CALDWAY

Overall Northwest Service District - Scope of Work (Infrastructure Upgrades)
 Garfield Township, Grand Traverse County
 Map 1



GARFIELD TOWNSHIP

- LEGEND**
- LOWER PRESSURE DISTRICT GRAVITY STORAGE SERVICE AREA
 - UPPER PRESSURE DISTRICT BOOSTER STATION SERVICE AREA (PUMPED STORAGE)
 - HIGH PRESSURE WATER MAIN TRANSMISSION LINE, 12" C900 DR14
 - LOW PRESSURE WATER MAIN TRANSMISSION LINE, 16" C905 DR18
 - EXISTING WATER MAIN

PROJECTS \003C\VERITAGE DIST IMPROVEMENTS.DWG (05-09-18 3:21 PM) CHALLENGE



GRAND TRAVERSE METRO FIRE DEPARTMENT

From the Desk of Assistant Chief Steve Apostal

6. d.

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

GTMESA 2017 March Report

Training Items

Fire —Apparatus pumping drills, Cherry Capital Airport response training, OSHA hearing protection

EMS— CPR training, new glucometer training

Incidents of Interest for the last 30 days

Multiple calls on Feb 28 – Crews had a busy afternoon with seven calls for service in all three townships in a two hour time span, calls included a head on car crash at Garfield and Potter, a car fire, a house fire, and two CPR runs.

Car crash into utility pole, N US 31 South, Garfield-A vehicle driven by a subject with a seizure history sped out of control during morning rush hour, from the traffic signal in front of Lowe's. Traveling south and crossing across all lanes of traffic, leaving the roadway striking a muffler shop then rolling into a pole. The transformers were knocked lose spilling their contents onto the ground. The area was affected by a partial power outage; the outage caused electrical issues at Gander Mountain and West Marine. Power to these businesses was shut down and an electrician and Consumers Power notified.

High winds March 7 & 8 crews responded to multiple calls for wires and trees down throughout the response area. Response times for electric crews were delayed due to widespread damage throughout northern Michigan.

Staples, March 8, Crossing Circle, Garfield. A keen eye from a visitor to another business spotted a fire on the roof of Staples just before noon. Crews made access to the roof and found two roof top heating units on fire. It appears that high winds caused the rubber roof membrane to rise and fall causing the gas lines to break leading into two of the units and simply snapping another pipe. The damage was contained to the two large HVAC units which were a total loss and the three gas lines. The store had called DTE earlier in the morning due to a smell of gas inside the building.

Propane truck fire, March 17, US 31 and State Park. The rear axle of a propane trailer had a brake malfunction causing a fire. The propane truck had only residual product on board and the driver was able to use his fire extinguisher to contain the fire. Crews had to use water to finish the job and assure the tank was intact with no leaking product.

Car crash with extrication, March 17, 5 Mile Road, East Bay. A car traveling at a high rate of speed left the roadway landing on its roof. The patient only had minor injuries but was pinned in by the collapsed roof. The driver appeared unrestrained due to his positioning and the “Jaws” were required to extricate the patient, who was transported to Munson.

Mutual Aid Given

Mutual Aid Received

Extrication Garfield and Voice, multiple pin in crash with child involved.

<u>Total Calls</u>		Station 1	<u>77</u>
		Station 8	<u>46</u>
Fire	<u>71</u>	Station 9	<u>25</u>
EMS	<u>318</u>	Station 11	<u>167</u>
Year Total	<u>1477</u>	Station 12	<u>74</u>

Listed run numbers show a more accurate reflection of monthly runs out of Station 9. 19 of the 25 calls were actually handled by Station 1. These numbers have not been reflected properly due to the limitations of our previous software.

Please send me an email if there is information you would like to see added to these pinwheel graphs. There are multiple variables that can be adjusted.



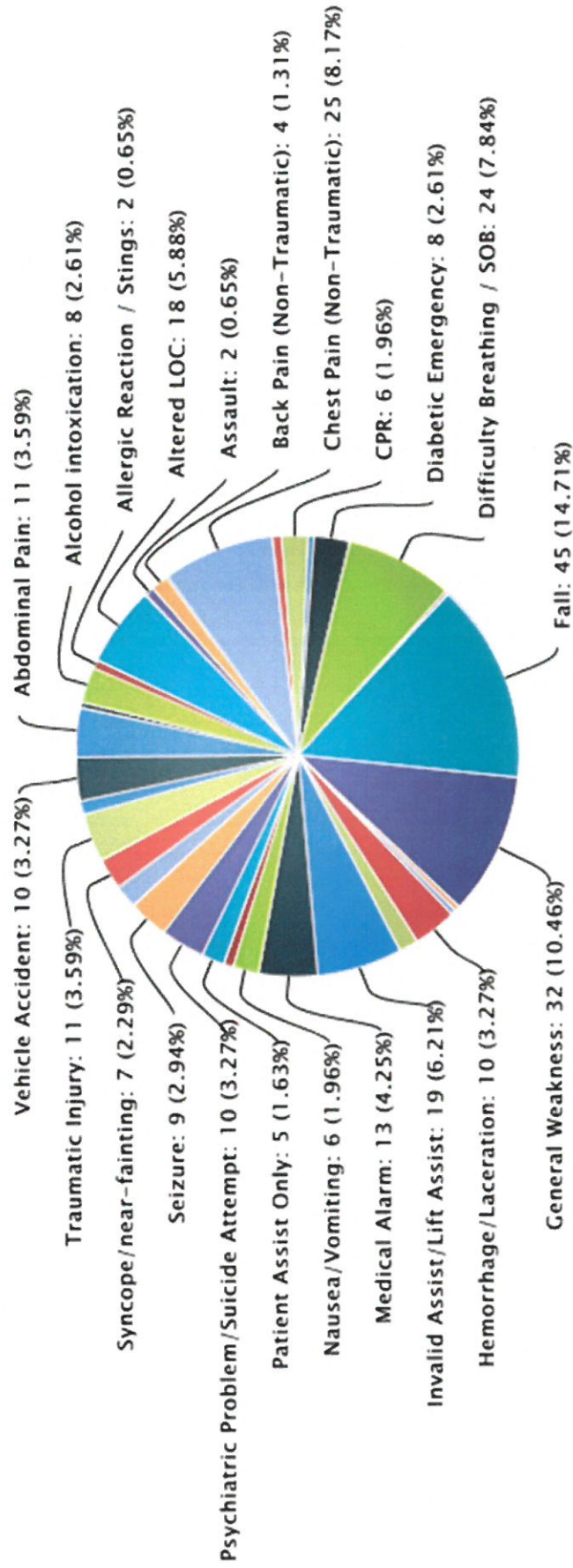
GRAND TRAVERSE METRO FIRE DEPARTMENT

From the Desk of Assistant Chief Steve Apostol

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

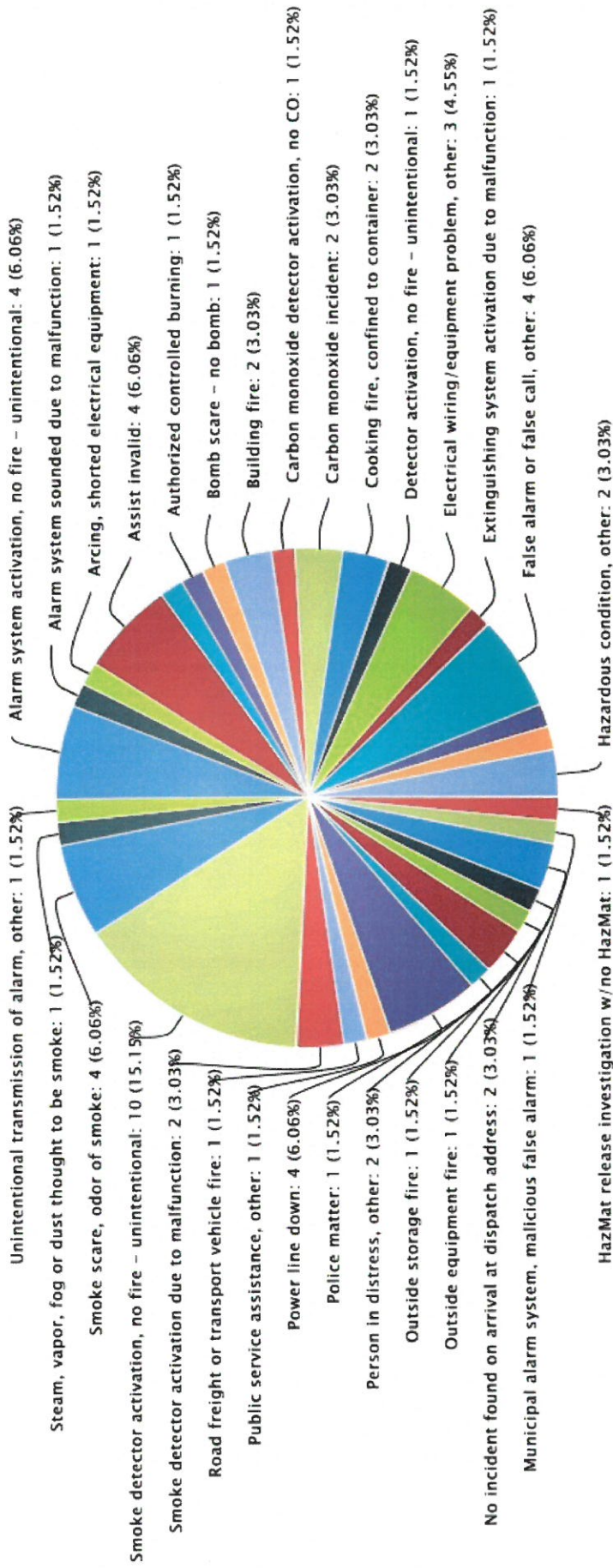
Incident type – EMS

2/21/17 to 3/22/17



Incident Type – Fire

2/21/17 to 3/22/17



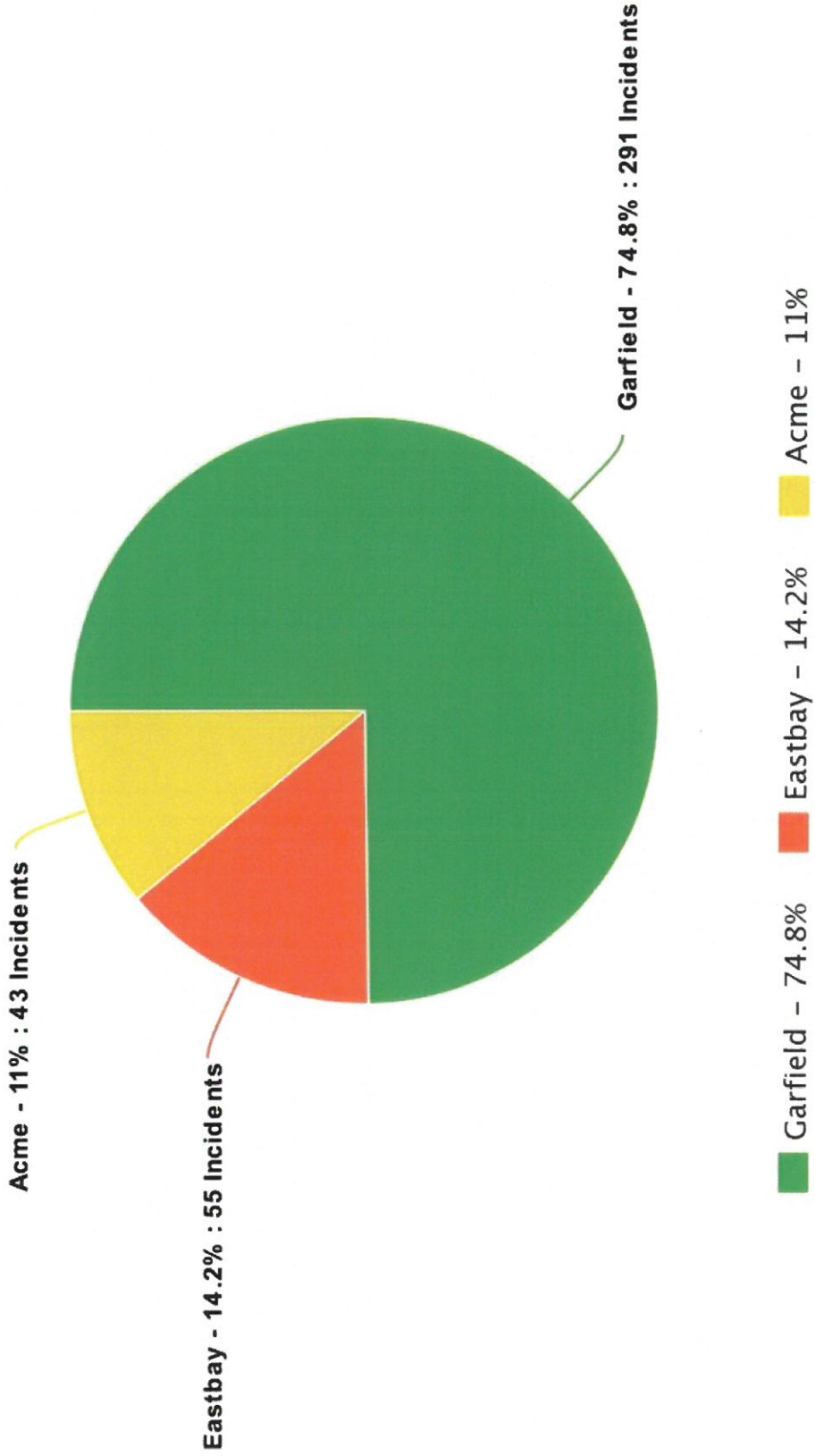


GRAND TRAVERSE METRO FIRE DEPARTMENT

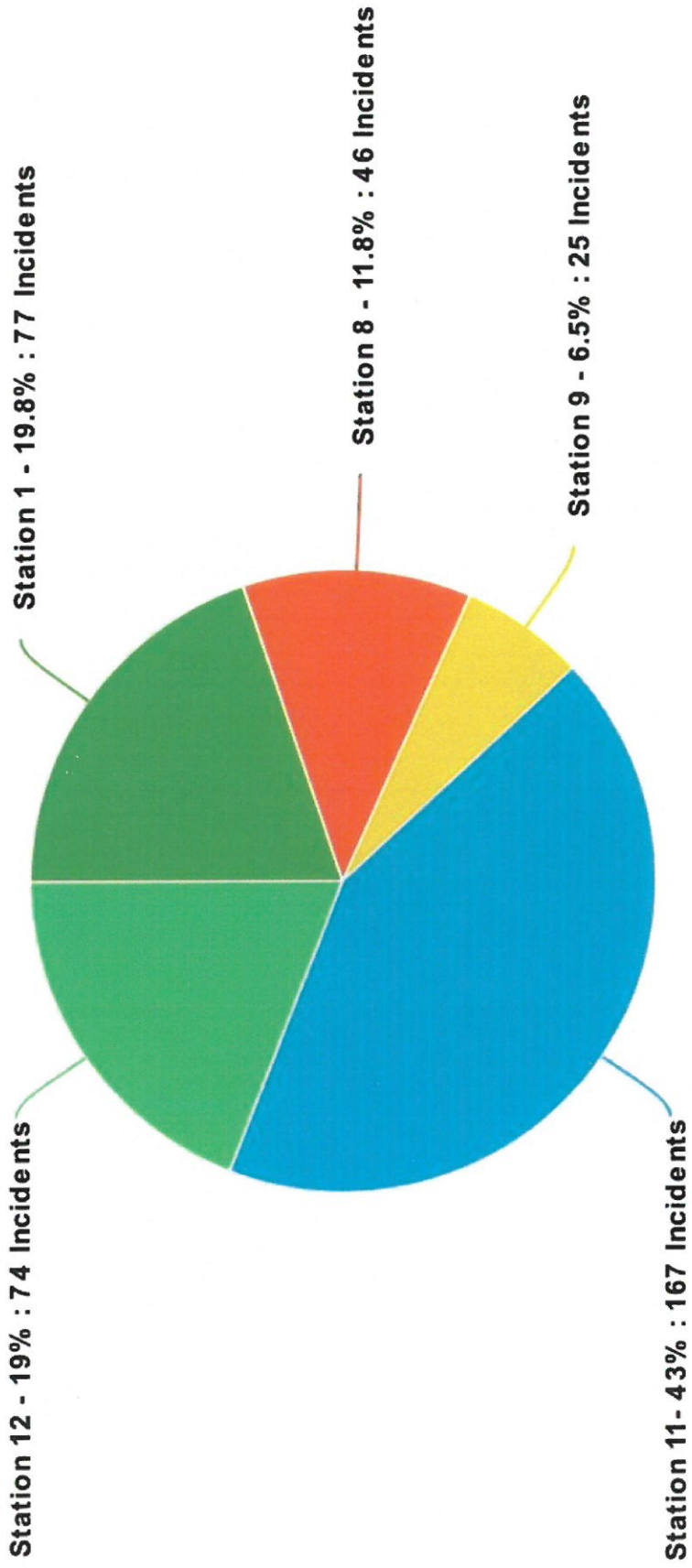
From the Desk of Assistant Chief Steve Apostol

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
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Incidents by Townships



Incidents by Station 2/21/17 to 3/22/17



BOARDMAN LAKE TRAIL
CONTRIBUTIONS TO EXISTING TRAIL

6. h.

MARCH 14, 2002
RESOLUTION 2002-6-T

APPROVED SUPPORT OF AND
PARTICIPATION IN BOARDMAN LAKE
TRAIL
\$68,000 COMMITMENT

MARCH 13, 2003

PLEGGED \$127,000 AND APPLIED
FOR \$500,000 GRANT FOR NORTH
END OF TRAIL WITH THE CITY
CITY CONTRIBUTED \$127,000 ALSO

APRIL 22, 2004

SURVEY WORK ON NORTH LEG OF
BOARDMAN LAKE TRAIL
\$5,500 - CITY MATCHED THIS
AMOUNT

JUNE 10, 2004

APPROVED \$3,633.72 IN
LEGAL FEES FOR LAKE POINTE
VILLAGE EASEMENTS

MARCH 10, 2005
RESOLUTION 2005-3-T

APPROVED SUPPORT OF AND
PARTICIPATION IN BOARDMAN
LAKE TRAIL
\$160,000

JUNE 9, 2005

BOARDMAN EAST TRAIL
\$85,000 COMMITMENT

JUNE 23, 2005

\$94,000 COMMITTED
FROM CABLEVISION ACCOUNT
\$85,000 + 9,000 OWED ON
\$68,000 COMMITMENT

~~\$5,133.72~~

~\$450K
~

Memorandum of Understanding

Between:

Grand Traverse County

City of Traverse City

Charter Township of Garfield

Traverse Area Recreation & Transportation (TART) Trails, Inc.

This is a Memorandum of Understanding ("Memorandum") between TART Trails, Inc. ("TART") located at 148 E. Front St, Ste. 201 Traverse City, MI 49685, and the Charter Township of Garfield ("Township"), located at, 3848 Veterans Drive, Traverse City, MI 49684, and The City of Traverse City ("City"), located at, 400 Boardman Avenue, Traverse City, MI 49685, and Grand Traverse County ("County"), located at, 400 Boardman Avenue, Traverse City, MI 49685. The Parties enter into this Memorandum on the basis of the following:

- A. The Parties share a common desire to move forward with funding, construction engineering, construction, and long-term maintenance of the Boardman Lake Loop Trail ("Loop") connecting 14th Street to S. Airport Road at Medalie Park. The following agreement outlines the elements necessary to fund, engineer, construct, and maintain the Loop.
- B. The Loop is in the master plans for the City, County, Township, Brownfield Redevelopment Authority (BRA) and TART.
- C. TART has been working in partnership with the City to secure the easements needed for the Loop. The City currently owns all easements secured for the trail.
- D. The Brownfield Redevelopment Authority has funding eligible for the planning, engineering and construction of the Loop.

While it is the express intention of the Parties that this document is not a binding contract and cannot be used to compel action of any of the Parties in a court of law or otherwise, the Parties are committed to tasks listed below in order to achieve their mutual goal to build the Loop on public property:

1. TART Shall:
 - a. Provide leadership in easement negotiation efforts associated with the Loop;
 - b. Provide lead role in public engagement process and communicate public input to construction engineering contractor and project management team;
 - c. Provide lead role in organizing and facilitating the project management team responsible for leading the construction engineering process ;
 - d. Conduct private fundraising for Loop construction and maintenance;
 - e. Facilitate dialogue between stakeholders, City, Township and County on construction engineering process updates, funding, and maintenance plan for the completion of the Loop;
 - f. Provide lead communication for the project and coordinate media outreach regarding news of the Loop's development;
 - g. Open up the Loop to the TART's Ambassador program- supporting maintenance of the constructed Loop as part of regular volunteer activities;
 - h. Recognize partnership roles in published materials and media outreach related to the Loop;
 - i. Provide access to spokesperson(s) who can share information about the Loop.
2. The City shall:

- a. Provide legal support for and ownership of Loop easements;
- b. Develop and facilitate RFP and consultant selection process for Loop construction engineering and administration with input from project management team;
- c. Provide staff to sit on project management team and participate in the construction engineering (including consultant selection) and construction of the Loop;
- d. Administer contract and provide oversight of consultant selected for construction engineering and administration;
- e. Provide final sign-off on construction engineering documents;
- f. Designate Brownfield Funding for construction engineering and construction;
- g. Contract with TART to provide lead role in organizing and facilitating the project management team responsible for leading the construction engineering process
- h. Provide funding for Loop construction and maintenance with payment and schedule agreed up by Commission;
- i. Apply for MDOT Rail permit for Loop;
- j. Work with TART, Township and County to identify a funding strategy and sources for construction and maintenance;
- k. Work with TART, Township and County to develop inter-governmental maintenance agreement;
- l. Recognize partnership roles in published materials related to the Loop;
- m. Support TART's outreach by providing access to spokesperson(s) who can share information about project efforts and the City's commitment to the Loop. Provide public access to TART's website to provide public information on Loop process;

3. The Township shall:

- a. Provide staff to sit on project management team and participate in the design (including consultant selection) and construction of the Loop;
- b. Provide final sign-off on construction engineering documents;
- c. Provide funding for Loop construction and maintenance with payment and schedule agreed up by Board;
- d. Work with TART, City and County to identify a funding strategy and sources for future construction and maintenance;
- e. Work with TART, City and County to develop inter-governmental maintenance agreement;
- f. Recognize partnership roles in published materials related to the Loop;
- g. Support TART's outreach by providing access to spokesperson(s) who can share information about project efforts and the Township's commitment to the Loop. Provide public access to TART's website to provide public information on Loop process;

4. The County shall:

- a. Serve as fiduciary for public grant funding opportunities and administer successful grants;
- b. Provide staff to sit on project management team and participate in the design aspect of construction engineering (including consultant selection) and provide final sign-off on construction engineering;
- c. Work with TART, City and Township to identify a funding strategy and sources for future construction and maintenance;
- d. Work with TART, Township and City to develop inter-governmental maintenance agreement;

- e. Recognize partnership roles in published materials related to the Loop;
- f. Support TART's outreach by providing access to spokesperson(s) who can share information about project efforts and the County's commitment to the Loop. Provide public access to TART's website to provide public information on Loop process;

The parties have executed this Memorandum on the date indicated below:

Traverse Area Recreation & Transportation Trails, Inc.:

Julie Clark, Executive Director Date

The City of Traverse City:

Martin A. Colburn, Manager Date

The Charter Township of Garfield:

Chuck Korn, Supervisor Date

Grand Traverse County

Tom Menzel, Administrator Date

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2017-06-T(c)

TENTATIVE SPECIAL ASSESSMENT ROLL FOR
OAK TERRACE ROAD
SPECIAL ASSESSMENT DISTRICT

WHEREAS, the Township Board of the Charter Township of Garfield, Grand Traverse County, Michigan, on March 28, 2017, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the township for the purpose of defraying a portion of the costs of Road Improvements proposed to be installed within the Oak Terrace Road Special Assessment District as shown on the plans and specifications for such project; and

WHEREAS, such public hearing was preceded by proper notice in the Record Eagle, a newspaper of general circulation in the township, and by first-class mail notice to each property owner of record within said district and upon said assessment roll; and

WHEREAS, (no) written objections were received to said roll and levy; and

WHEREAS, the oral comments received indicated the reasonableness of the following amendments to said assessment roll; and

WHEREAS, a record of those present to protest, and of written protests, submitted at or before the public hearing was made a part of the minutes of the hearing; and

WHEREAS, it is the opinion of the Township Board that no further time should be granted for consideration of the matter because of the time constraints in completing the road improvements before the end of the 2017 construction season; and

WHEREAS, the Township Board has duly inspected the proposed assessment roll and considered all comments and proposed amendments thereto and has found the proposed assessment roll, as amended, to be correct, just and reasonable;

NOW THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The tentative assessment roll submitted by the supervisor and assessing officer of the township (as amended in the within resolution) shall hereafter be designated as Oak Terrace Road and shall be hereby confirmed as the tentative assessment roll for said Special Assessment District.
2. The assessments in said Oak Terrace Road shall be divided into seven (7) equal annual installments with the first installment to be due on or before September 1st, 2018 and the remaining installments to be due on or before the 1st day of the same month each and every year thereafter. All unpaid installments prior to transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of 3.36%* percent per annum commencing on the first installment due date hereinbefore set forth. Any payments made before such first installment due date shall not bear any such interest. *The interest rate will be based on the rate of the 10 year Treasury Bill (2.36% as of March 8, 2017), at the time the project is complete, plus 1.00% in accordance with Garfield Township's Special Assessment Rate and Term Policy.

3. Future due installments of an assessment against any parcel of land may be paid to the township treasurer at any time in full with interest accrued through the month in which the final installment is paid in accordance with the Michigan Public Act 188 of 1954, as amended. If any installment of a special assessment is not paid when due, then the installment shall be considered delinquent and there shall be collected, in addition to interest as provided by this subsection, a penalty rate of 1 percent for each month, or fraction of a month, that the installment remains unpaid before being reported to the Township Board for reassessment upon the township tax roll, also in accordance with said PA 188.
4. The tentative assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer once the actual costs are known - should those final costs be more than 10% higher than the estimates, a 2nd public hearing will be held to offer opportunity to appeal the amended special assessment amount, and the township clerk shall deliver said final special assessment roll to said treasurer with his/her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the Township Board and said PA 188.
5. All resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Upon roll call vote, the following voted -

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2017-06-T(c) 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 March, 2017.

Dated: _____

Lanie McManus, Clerk

Population: Special Assessment District (110)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
28-05-014-073-00	110, OAK TERRACE ROAD	34,442.96	ASPEN HILLS 20505 WEST 12 MILE RD
05-014-087-00	110, OAK TERRACE ROAD	2,460.22	AESCHLIMAN FLORENCE P TRUST 2068 LANDVIEW DR
28-05-014-088-00	110, OAK TERRACE ROAD	2,460.22	KING BRENDA 1045 OAK TERRACE DR
28-05-014-089-00	110, OAK TERRACE ROAD	2,460.22	STALBAUM JOHN H 1080 OAK TER
28-05-014-090-00	110, OAK TERRACE ROAD	2,460.22	LONGCOR CHRISTOPHER A 1094 OAK TER
28-05-014-091-00	110, OAK TERRACE ROAD	2,460.22	MILLER JACKIE H & ANNIE F 1108 OAK TER
28-05-014-092-00	110, OAK TERRACE ROAD	2,460.22	HOOKER JORDAN L & MCLENNAN PAIGE A 1110 OAK TER
28-05-014-093-00	110, OAK TERRACE ROAD	2,460.22	BECKER KIM PO BOX 48
28-05-014-094-10	110, OAK TERRACE ROAD	24,602.12	OAK TERRACE APARTMENTS 605 S CAPITAL AVE
28-05-014-095-00	110, OAK TERRACE ROAD	2,460.22	HARRIS FREDERICK & CAROLYN A 1144 OAK TER
28-05-014-096-00	110, OAK TERRACE ROAD	2,460.22	FRITZ DONALD & SUSAN 1140 OAK TER
28-05-014-097-00	110, OAK TERRACE ROAD	2,460.22	LYNCH ALBERTA M TRUST 3003 N GARFIELD RD UNIT C
28-05-014-098-00	110, OAK TERRACE ROAD	2,460.22	KING BRENDA 1045 OAK TER
05-014-099-00	110, OAK TERRACE ROAD	2,460.22	MCPHERSON STEVEN M & KERRY L 1101 OAK TER
28-05-014-100-00	110, OAK TERRACE ROAD	2,460.21	MARTINDALE JARED A ESTATE 2506 HOWARD RD
28-05-014-101-00	110, OAK TERRACE ROAD	2,460.21	CHIMNER JONATHAN C 7284 S WEST BAY SHORE DR
28-05-014-102-00	110, OAK TERRACE ROAD	2,460.21	WEATHERS CARL D 1229 OAK TER
28-05-014-103-00	110, OAK TERRACE ROAD	2,460.21	COBALT LLC 4969 N LONG LAKE RD
28-05-014-104-00	110, OAK TERRACE ROAD	2,460.21	CLOUS KEITH PO BOX 6328
28-05-014-105-00	110, OAK TERRACE ROAD	2,460.21	LAKE HOWARD L & HELEN L 1211 OAK TER
28-05-014-106-00	110, OAK TERRACE ROAD	2,460.21	RINCON LLC 4969 NORTH LONG LAKE RD
28-05-014-107-00	110, OAK TERRACE ROAD	2,460.21	TIERRA FOUR PROPERTIES LLC 7257 E HOXIE RD
28-05-316-001-00	110, OAK TERRACE ROAD	492.04	LADD MICHAEL & DELORES 3121 ASPEN BLF
28-05-316-002-00	110, OAK TERRACE ROAD	492.04	FLEMING WILLIAM 3125 ASPEN BLF
05-316-003-00	110, OAK TERRACE ROAD	492.04	JOHNSON JEREMIAH E 3143 ASPEN BLF
28-05-316-004-00	110, OAK TERRACE ROAD	492.04	BARBERIS RANDALL L 3149 ASPEN BLF
28-05-316-005-00	110, OAK TERRACE ROAD	492.04	TREGO DENA M & TREGO SAMUEL B 1285 TERRACE BLUFF DR

Population: Special Assessment District (110)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
28-05-316-006-00	110, OAK TERRACE ROAD	492.04	HULWICK ROBIN J & ROBIN E 1291 TERRACE BLUFF DR
28-05-316-007-00	110, OAK TERRACE ROAD	492.04	KNOTH KRISTINE & KELLER TIM 1303 TERRACE BLUFF DR
28-05-316-008-00	110, OAK TERRACE ROAD	492.04	TEACHOUT EDWARD C & ANNETTE J 1309 TERRACE BLUFF DR
28-05-316-009-00	110, OAK TERRACE ROAD	492.04	MARTIN LINDA C 1325 TERRACE BLUFF DR
28-05-316-010-00	110, OAK TERRACE ROAD	492.04	CLUTE CHRISTINE P 1331 TERRACE BLUFF DR
28-05-316-011-00	110, OAK TERRACE ROAD	492.04	KURTA LIVING TRUST 1349 TERRACE BLUFF DR
28-05-316-012-00	110, OAK TERRACE ROAD	492.04	HEDEMAN LAWRENCE F 1353 TERRACE BLUFF DR
28-05-316-013-00	110, OAK TERRACE ROAD	492.04	BOUDREAU MARY E 1374 TERRACE BLUFF DR
28-05-316-014-00	110, OAK TERRACE ROAD	492.04	MAWBY JOSEPH L TRUST 1370 TERRACE BLUFF DR
28-05-316-015-00	110, OAK TERRACE ROAD	492.04	HARMON WILLIAM A & JUDITH H 1362 TERRACE BLUFF DR
28-05-316-016-00	110, OAK TERRACE ROAD	492.04	WARD DAVID L & TERRI L 1354 TERRACE BLUFF DR
28-05-316-017-00	110, OAK TERRACE ROAD	492.04	OBRIEN PATRICK L & CARRIE L 1346 TERRACE BLUFF DR
28-05-316-018-00	110, OAK TERRACE ROAD	492.04	DIEHL THOMAS R & JANET H 1338 TERRACE BLUFF DR
28-05-316-019-00	110, OAK TERRACE ROAD	492.04	BURNS CLARE D & KAREN M TRUST 1324 TERRACE BLUFF DR
28-05-316-020-00	110, OAK TERRACE ROAD	492.04	KELSEY LEWIS L & GLEANDA L 1318 TERRACE BLUFF DR
28-05-316-021-00	110, OAK TERRACE ROAD	492.04	CRAVEN ANN C 1302 TERRACE BLUFF DR
28-05-316-022-00	110, OAK TERRACE ROAD	492.04	LAMPTON LEONARD & ELAINE V 1296 TERRACE BLUFF DR
28-05-316-023-00	110, OAK TERRACE ROAD	492.04	JEWELL DEBORAH 1284 TERRACE BLUFF DR
28-05-316-024-00	110, OAK TERRACE ROAD	492.04	HAMMOND CHARLES E & BETTY L 1278 TERRACE BLUFF DR
28-05-316-025-00	110, OAK TERRACE ROAD	492.04	HARLOW ROBERT G & COLLETTE F 1254 TERRACE BLUFF DR
28-05-316-026-00	110, OAK TERRACE ROAD	492.04	CRANDALL LEONARD G & DARLENE M 1252 TERRACE BLUFF DR
28-05-316-027-00	110, OAK TERRACE ROAD	492.04	BABIUK DOROTHY E 1250 TERRACE BLUFF DR
28-05-316-028-00	110, OAK TERRACE ROAD	492.04	MCGOWEN TERRY W & JACQUELINE A 1240 TERRACE BLUFF DR
28-05-316-029-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-030-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-031-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-032-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
28-05-316-033-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-034-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-035-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-036-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-037-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-038-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-039-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-040-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-041-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-042-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-043-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-044-00	110, OAK TERRACE ROAD	492.04	GALLIGAN FAMILY TRUST 1195 TERRACE BLUFF DR
28-05-316-045-00	110, OAK TERRACE ROAD	492.04	ANDERSON ELAINE M 1199 TERRACE BLUFF DR
28-05-316-046-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-047-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-048-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-049-00	110, OAK TERRACE ROAD	492.04	NEW LINE DEVELOPMENT LLC PO BOX 8428
28-05-316-050-00	110, OAK TERRACE ROAD	492.04	LANE DIANE M 3134 ASPEN BLF
28-05-316-051-00	110, OAK TERRACE ROAD	492.04	FREDERIXON BETTY M TRUST 3126 ASPEN BLF
# OF PARCELS: 73	TOTALS:	133,343.44	

Board Appointment Policy - March 22

For Volunteer Boards and Commissions

Purpose:

To establish a uniform method of appointing members to various Garfield Township boards and/or commissions. To provide a clear outline for the Township Board and citizens to follow when applying and approving appointments. And, to seek out highly qualified individuals representing diverse cross-sections of our community to serve as members of these boards and/or commissions.

Summary of Policy:

By state statute, members of the Planning Commission and Zoning Board of Appeals are appointed by the Township Supervisor with the Township Board of Trustee's approval. This policy will also be used for the Building Committee, Board of Review, Fire Board, Park Board, Recreation Board, Personnel Committee, and any other related committees required for the operation of the Township. Any situation not covered by this Board Appointment Policy shall be determined by Roberts Rules of Order, 2nd Edition.

Recruitment and Application Process:

1. During the first week of October, each year, the township supervisor - or designee - shall notify all members of boards and commissions whose terms expire December 31st of that year that he/she must submit a letter or email to the appropriate department head stating he/she wishes to be considered for reappointment no later than October 30th.
2. For the month of October, a public notice will be placed in one or more conspicuous locations at the town hall, on the township website and through the most effective advertising tools available, specifying the vacancies for all boards and/or commissions that are available for the upcoming year. The notice will set forth the application process and deadlines. Said application will be available on the website or by contacting the township clerk.
3. To be eligible and considered for appointment to a board or commission, applications must be complete and filed with the township clerk on or before November 1st, preceding the beginning of the appointment term. If no applications are received, or applicants lack the necessary background or qualifications, the Selection Committee will be responsible for seeking out qualified applicants.

Selection and Appointments:

Selection committee(s) is made up of the overseeing department head, township supervisor and current board chair will be responsible for reviewing and considering all applications received, and determining whether other applicants should be considered based on the skill set required for the particular board or commission. All applications even those not chosen by the Selection Committee will be available for review. The Selection Committee, will review each ordinance requirements to make sure that they are in compliance to timelines and requirements related to appointment and terms.

Following review by the selection committee(s), the applications of those deemed most qualified and meeting the specific requirements for the particular board or commission shall be submitted to the township board for review not less than two weeks before the regular board meeting at which the appointments are announced.

Township board members may actively participate in the selection process through review of the selection committee recommendations. The township board will strive to achieve a diverse balance of appointees that cover the range of qualifications and perspectives for each board or commission. Township board members will consider the specific qualifications for each board or commission, and the experiences of each applicant. The board may conduct a work session to interview or discuss specific candidates, and may vote on the slate of appointments at the work session. In the event a work session is not necessary, the board shall vote on the slate of appointments at the 1st regular board meeting in December.

All applicants will be notified in writing within seven (7) business days of the board's decision. Applicants not selected and/or applications received after October 30th will be kept on file and considered when other vacancies arise.

9. Do you foresee any potential Conflicts of Interest while executing the Duties of this Position ? If so explain.

10.) Please explain why you would like to be on this Board, Commission or Committee?

I hereby apply for appointment to _____
(Name of Board or Commission)

And 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 a 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.

Board Appointment: _____

(Signature)

(Date)



2016 ANNUAL REPORT

GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

Proudly serving Garfield, Acme, and East Bay Townships



897 Parsons Road, Traverse City, Michigan 49686

www.gtmetrofire.org

2016 ANNUAL REPORT

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Report created by Capt. Troy Holliday with information received from the Fire Administration and officers of the department.

Photos shown in this document are special to the Grand Traverse Metro Emergency Services Authority.

Cover Photo taken during a training burn located next to Grand Traverse Academy. This structure was donated to us years ago which allowed us to train many times over the years. Donated structures allow our firefighters to train under real circumstances while maintaining control of the fire. If you have any structures to donate, please contact our Administrative Office.

Access to this department via the Internet has been achieved through the continued use of the fire department website at www.gtmetrofire.org. The site has pages posted for the Fire Administration, Fire Operations, Fire Prevention Bureau, contact information, station pages, and links to our monthly newsletter as well as our annual reports. A "links" page exists for direct connection to addresses of interest to this department such as the township websites and the county website. The development of this site allows for the taxpayers and other interested persons to learn who we are and what our fire department is all about.

Check out our monthly newsletter available on our website at www.gtmetrofire.org for more information about our department.



Follow us on Facebook at <https://www.facebook.com/GTMESA>

Or follow us on Twitter at <https://twitter.com/gtmetrofire>

MESSAGE FROM THE CHIEF

It is my pleasure to present to you the Grand Traverse Metro Emergency Services Authority 2016 annual report. On behalf of the brave 65 men and women of the department, we thank you for your continued support. Our department is filled with dedicated individuals who are committed to enhancing safety and the quality of life in the communities of Acme, East Bay, and Garfield Townships. This report cannot possibly capture all of their individual efforts but does represent an overview of their collective accomplishments.

As you will read, in 2016 the department responded to 4619 calls for service which is a 2.3% reduction from the previous year. Medical calls continue to lead our responses with 70% of the calls. We ask a lot of our staff and they always find a way to meet the challenges head on.

The year was filled with many accomplishments and occasions for celebration such as:

In April, Grand Traverse County 911 moved to the State 800 MHz digital trunked Michigan Public Safety Communications System (MPSCS) paid for by 911 surcharge monies. The department took delivery of 70 portable radios and a mobile radio in every fire truck and fire station. Our county was also the first in the country to move to 800 MHz paging. Every firefighter in our department also received this advanced pager. This alone was nearly \$330,000 of equipment just for our department.

A new squad was delivered to Station 11 in Garfield Township replacing a 12-year old SUV. This ¾ ton pickup is large enough to pull our many trailers, but also fuel efficient to respond to medical calls instead of large fire trucks.

Station 1 received a new Sea Wolf rescue boat and motor. The Sea Wolf platform is very versatile and can be used in rough waters. This boat will replace the current rescue boat so it can add water rescue capabilities to our west side at Station 12.

Accreditation, an improved ISO Public Protection Classification, and land search for a new fire station in Acme will continue to be an area that we focus our endeavors on again in the new year. Recruitment and retention continue to be a struggle now and into the future. With an improving economy, volunteerism takes a back seat to life, job, and family.

The department is committed to its mission: *“to care for, protect, and serve the community.”* We attempt in all of our endeavors to perform our jobs safely and efficiently, so we all can go home to our loved ones. Our motto: *“Omnis Cedo Domus,”* is Latin for “we all go home!”

We are proud to be **your** fire department and we stand ready to serve you at any time. We look forward to hearing from you as well. If you have any thoughts or ideas on how we can better serve you, please contact me at 947-3000 ext. 1235 or at pparker@gtmetrofire.org. You can also check us out on the web at www.gtmetrofire.org.

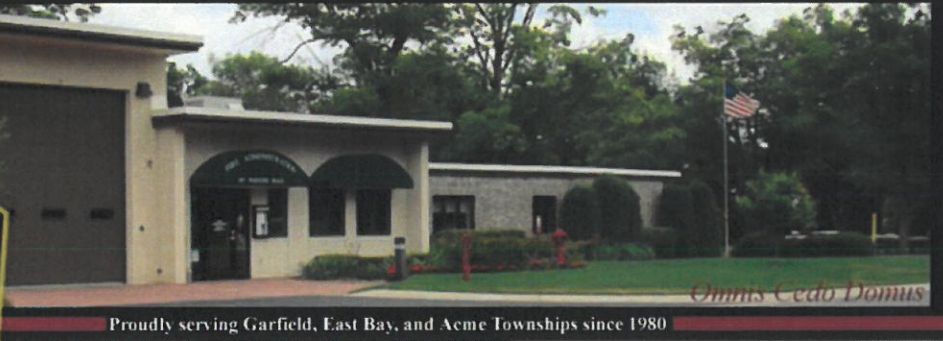
We sincerely thank you for your continued support!



Patrick Parker – Fire Chief

Grand Traverse Metro Fire Department

Chief: Patrick Parker



Proudly serving Garfield, East Bay, and Acme Townships since 1980

THE DEPARTMENT

Grand Traverse Metro Emergency Services Authority (GTMESSA) provides fire and life safety services to Acme Township, East Bay Charter Township and the Charter Township of Garfield since 1980. The GTMESSA Authority Board governs and sets policy for the Department. The board consists of a township supervisor and trustee from each member township. On September 11, 2008, the department reorganized under Michigan PA 57 which created the Grand Traverse Metro Emergency Services Authority. The three townships believed in the concept of a regionalization and the economies of scale by sharing resources long before it became popular. The Authority has created a business model and foundation that could incorporate all modes of emergency services from Police to EMS. We will continue to do business as the Grand Traverse Metro Fire Department with the Authority as the legal body.

GTMESSA Fire Board:

2016 Chairman: Beth Friend, Vice Chairman: Jay Zollinger

Acme Township

Supervisor Jay Zollinger

Rep. Paul Scott



East Bay Township

Supervisor Beth Friend

Rep. Glen Lile



Garfield Township

Supervisor Chuck Korn

Rep. Lanie McManus



Metro Fire is organized into two divisions: Operations and Fire Prevention. The Operations Division is the largest and is responsible for delivery of all emergency services. Those include such things as suppression, EMS, hazardous materials, water rescue, vehicle extrication, wildland interface, homeland security, and many others. The Fire Prevention Bureau is responsible for community fire prevention efforts and focuses on plan reviews, inspections, education, and fire investigations.

MISSION STATEMENT

To Care For, Protect, and Serve the Community

Code of Ethics

- We are committed to the protection of life, property, and the environment.
- We believe that the community is the reason for our presence.
- We will foster and sustain the trust of the community, and will protect that confidence through our attitude, conduct, and actions.
- We believe that all members of the community are entitled to our best efforts.
- We will strive for excellence in everything we do.
- We will serve the community with honesty, fairness, and integrity.
- We will pursue safe, effective, timely, and economical solutions.
- We will provide professional, skilled, and courteous customer service at all times.
- We will be sensitive to the diverse and changing needs of the community.

FIRE STATIONS

Station 1 843 Industrial Circle, East Bay Township



Station 8 6042 Acme Rd, Acme Township



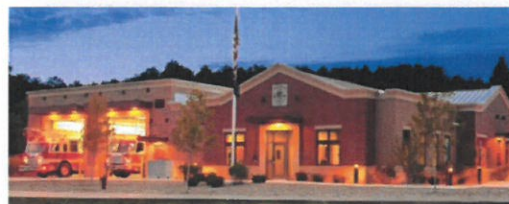
Station 9 110 High Lake Rd, East Bay Township



Station 11 3000 Albany, Garfield Township



Station 12 2025 N. East Silver Lake Rd, Silver Lake Park, Garfield Township



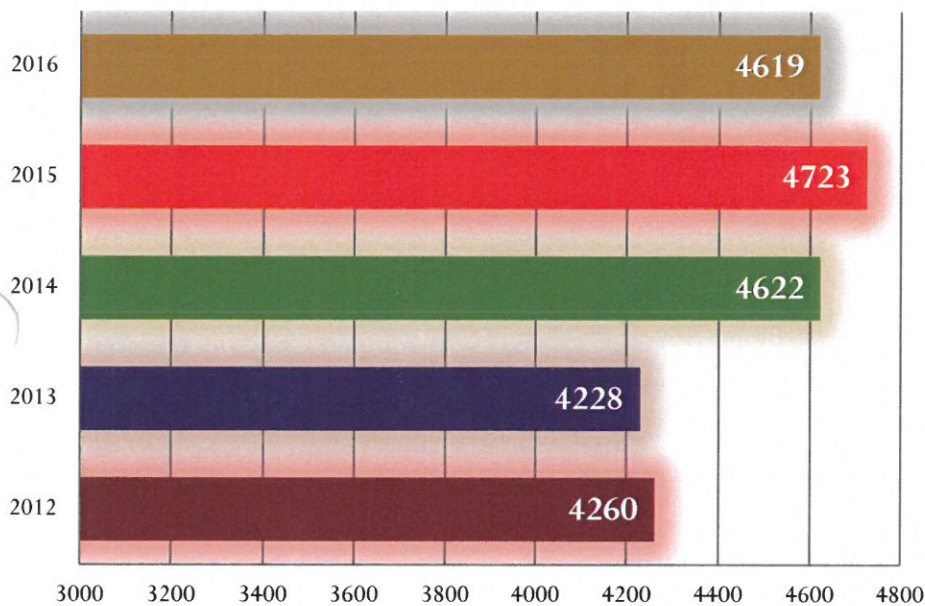
STATISTICAL SUMMARY

The Grand Traverse Metro Fire Department responded to 4,619 incidents in 2016.

A decrease of 2.3% of incidents from 2015.



Year After Year Incident Comparison

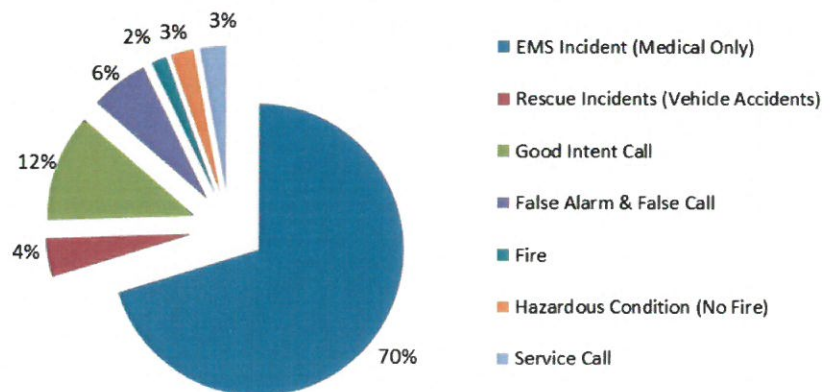


Statistics for the last few years shows our growth of incidents in the Acme, East Bay, and Garfield Townships.

**2015 total represents the high wind storm that created a large amount of incidents in one day.*

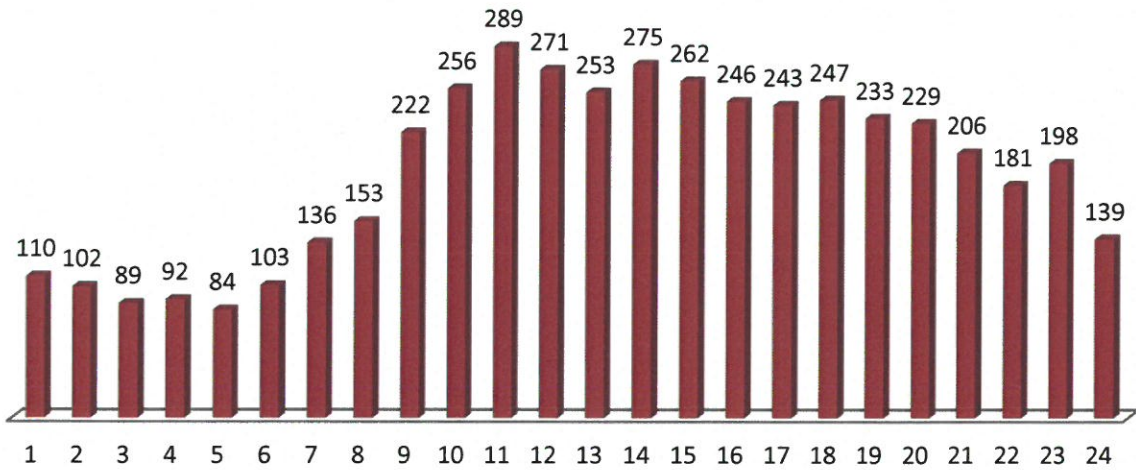
2016 Total Incident Percentages

Our busiest time of day appears to be between the hours of 9 am and 8 pm.



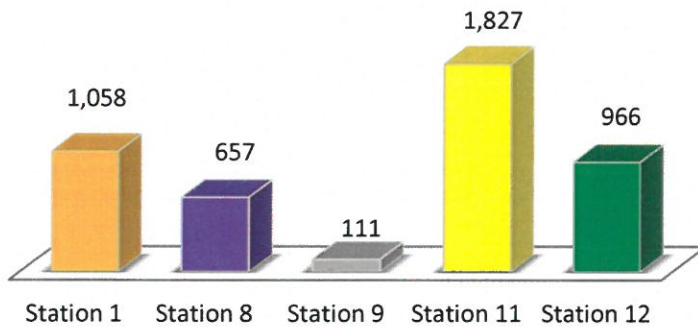
Total Incidents by Hour of Day

■ Total Incidents for 2016



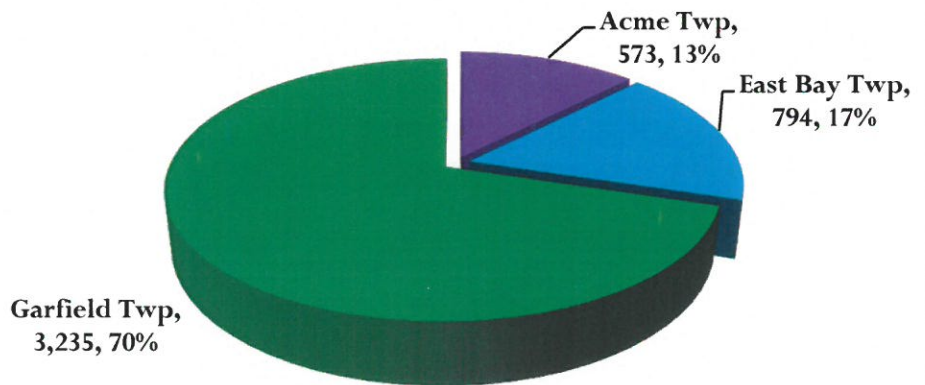
Incidents by Station does not represent assistance to the other stations for additional manpower, apparatus, or to cover for multiple incidents.

2016 Incidents by Station



Total Incidents By Township = 4,619

Mutual Aid to other Twp = 17 incidents, 0%



EMERGENCY MEDICAL SERVICES

Of the GTMESA's emergency calls, 70% are for medical response. Since 2009, our apparatus are licensed at a Basic Life Support level, which allows our members to provide a higher degree of medical attention to the community. Our members have the ability and training to provide basic life support measures to citizens, which include advanced airways, pre-hospital drug administration, and automatic defibrillation. The suppression personnel are certified as Medical First Responders, Emergency Medical Technicians, and Paramedics. East Bay Township operates a township-operated ambulance service that responds with members from both East Bay EMS and Metro fire personnel. The other four stations operate rescue units that respond and assist North Flight EMS, an Advanced Life Support agency. Three of our stations house a North Flight EMS unit with a paramedic.



Rescue units at each station respond to all motor vehicle accidents with injuries and are equipped with extrication equipment to free victims from entrapment. In 2016, rescue units responded to 197 motor vehicle incidents, which at least 16 of them required extrication of victims.

The Grand Traverse Band of Ottawa and Chippewa Indians cannot be thanked enough for the grant monies used to purchase LUCAS Chest Compression Systems in both 2014 and 2015. These lifesaving tools have continued to pay dividends to our citizens. Without this generous grant money we would not have resuscitated nearly as many of our patients during their cardiac events.



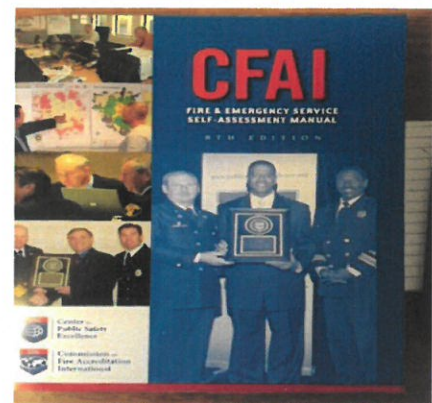
FIRE SUPPRESSION HIGHLIGHTS OF 2016

by Asst. Chief Steve Apostal

This was a year of change in the Operations Division and for the department. Assistant Chief Terry Flynn, who has done many great things in aiding the growth and development of the department retired in July of 2016. I have been honored to replace him, though filling his shoes will be a tough act to follow, I plan on aiding in the growth of and future enhancement of the department and its personnel for many years to come.

ACCREDITATION

GTMESA has continued in its quest for accreditation from the Center for Public Safety Excellence (CPSE). We have moved to a registered status with the CPSE. Many of the principles and guidelines suggested by the CPSE have been established by the department such as data analysis and review of the department's training program. GTMESA hopes to continue on the path toward our goal of accreditation by 2017.



ISO RATING

GTMESSA saw an improvement in its ISO classification in 2012 from a 6 to a 5. GTMESSA has set a goal to receive an even better ISO classification. The department started working with a consultant in identifying areas where we can improve our level of service and further lower our ISO score. This will take up much of 2017 so that we can provide both our residents and business owners with lower insurance premiums and an even higher quality of service.

STATISTICS

GTMESSA saw a decrease of 2.3% in its call volume for the 2016 year. Medical calls account for 70% of all calls. Station 11 off Veteran's Drive was again the busiest in the Metro area with 1,827 calls for service.

SPECIAL RESPONSE CAPABILITIES

GTMESSA continues to develop our personnel and equipment cache to respond to a multitude of disciplines including hazardous material incidents, search and rescue for missing and lost persons, ice water rescue, and extrication techniques.

The department added an additional marine unit providing for faster responses to our entire district. Both units are on trailers and loaded with needed equipment to aid in quick deployment. Marine 1 responds to the numerous lakes in East Bay Township, the East Arm of Grand Traverse Bay in both East Bay and Acme Township. Marine 12 located on the west side covers Garfield Township's Silver Lake and can be utilized along the Boardman River.

Additional air monitors were added to the department's hazardous materials equipment and response vehicles. Along with a variety of detection equipment, GTMESSA is able to identify numerous hazards to provide for the safety of our workers and the community. These instruments require regular maintenance and calibrating which is overseen by Lt Adam Drewery instead of years past when these instruments were required to be sent out to a private party at a higher cost. Grant funding aided in adding four new Level-A Hazardous Material suits. These provide for a high level of safety when entering hazardous environments to identify and control a variety of leaks and spills.

Work continues on the Bay Area Technical Rescue Team with members from GTMESSA and surrounding departments developing an annual training plan that will see training throughout the year to enhance the areas first responders for unusual or particularly challenging incidents. A grant was submitted to FEMA's Assistance to Firefighter Grants (AFG) in an effort to increase the equipment available to the team. The equipment would aid tremendously in both trench rescue and structural collapse incidents in Northern Michigan. Word on the grant is expected during the summer of 2017.

TRAINING

GTMESSA continues to develop employees with a variety of educational opportunities. Many of our command staff and firefighters attend classes at the National Fire Academy in Emmitsburg, Maryland. The

costs of these programs are minimal to the department, as the cost for the course and lodging is covered by the federal government. In addition, travel expenses are reimbursed for members attending.

We continue to send firefighters to the University of Illinois Fire Service Institutes “Light and Fight” training program. This intense training features numerous live fire training incidents that would be difficult if not impossible to recreate in the Grand Traverse area.



With the continued development of both Lieutenants Chris Comeaux and Steve Meek, GTMESA will be able to hold live fire training when the opportunities exist and structures are donated to the department prior to their demolition. This will allow for continued development and reinforce lessons learned in Illinois.

In 2017, the department will continue to enhance the pool of instructors available to teach a variety of courses here. The development of these personnel will aid in the departments growth and succession planning years down the road.

STAFFING

GTMESA continues to utilize a flexible scheduling program to assure staffing during times of increased run volume. We also have Firefighter/Inspectors working Monday through Friday and can augment the station personnel on an emergency if they are needed. There are also three Chief Officers on duty during normal business hours and at least one of them is on call while away from the office. The GTMESA roster of fire personnel continues to decrease as in years past. The numbers tend to fluctuate due to members that either seek full time firefighting jobs elsewhere or with improved economic times find other jobs. We continue to bring new members on and aid in providing training in both medical and fire disciplines. In December 2016, we added FF / Paramedic Curtis Walters to our full-time firefighter roster along with Lt. Kyle Clute in summer 2016 that replaced two veteran firefighters that retired. This brought all duty shifts to the same level of full-time firefighters.

VEHICLE MAINTENANCE

A goal for 2017 will be to better determine the needs of our fleet maintenance program assuring that all vehicles are operating at their capabilities providing for safer responses and fire operations when crews are in hostile work environments. We hope this work will extend the life of our fleet and prevent unnecessary breakdowns of equipment all while providing lower operating costs during their expected lifetimes.

HEALTH & WELLNESS INITIATIVE

The physical health, Fitness for Duty, and safety of all personnel are priorities of GTMESA. Emergency services are a physically demanding profession which requires all personnel to be minimally fit to perform their duties. Minimum fitness for duty and medical requirements have been established for all employees of

GTMESSA. The Fitness for Duty component will ensure that all operations personnel can perform those critically essential functions. Our initiatives are broken into 3 categories.

Annual Medical Evaluation – All Metro employees submit to an annual medical evaluation in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program. The Department’s physician determines if the employee is medically fit for duty and able to wear a respirator in accordance with the Respiratory Protection Plan of the Department.

Wellness Assessment – All full-time and regularly scheduled part-time employees submit to an annual Fitness for Duty assessment by the Wellness Coordinator. All part-time employees are assessed bi-annually. This assessment provides follow-up from the medical evaluation and includes body composition and VO2. This shows the actual fitness level of the employee.

Personal Agility Test – This is a pass/fail evaluation to which each employee is assessed individual stations replicating functions on the fire scene. This is a timed event.

All employees are encouraged to participate in fitness on and off duty. It is our hope that this becomes a lifestyle that employees continue for life. All employees are mandated that they workout 1 hour a day while on duty. It is Metro’s absolute goal to never have a Line of Duty Death contributed to an employee’s poor health and fitness. Our goal is to All Go Home!



STATION 1 NEWS... By Capt. Tony Posey

Station 1 is now in its 9th year of operation as a fire station in the Metro District. Station 1 is located in East Bay Township in the Three Mile Industrial Park. Station 1 saw a decrease of 160 calls from 2015 for a total of 1058 calls for service. This only includes calls within the primary response area of Station 1, and does not include assists to other Metro Stations for medical calls, fire alarms, etc.

Metro Station 1 is centered in the Metro Fire District and is the central hub for Special Operations for Metro Fire. Some of those specialty responses include: Hazardous Materials, Ice/Water Rescue, Rope Rescue, Confined Space Rescue, Heavy Vehicle Extrication, Land Search & Rescue, and Truck Company (ladder) operations. Our assigned staff at Station 1 spends countless hours, both on and off duty, training in these specialty areas while still keeping up on regular training requirements. We continue to build upon our Hazardous Materials and Technical rescue programs under the direction of our officers.

The continuation of the Safe Neighborhood campaign was again very successful for 2016. We’ve now covered a majority of our first due area speaking with residents and installing alarms. Unfortunately, smoke alarms are often an oversight by most homeowners. We take pride in educating the public and providing

this service to keep everyone safe. We will continue this program into the future until all of our citizens have working smoke alarms. If you are in need of smoke alarms, please visit one of our stations!

The Company Inspection program was a huge benefit to our suppression personnel last year as well. Some of our suppression staff who've been trained in doing fire inspections are out and about inspecting businesses in our first due area. This program is very valuable to us because it not only alleviates some of the inspection load on our full-time inspectors, but it also allows our suppression personnel to get in and preplan some of our buildings in the event of a fire or other emergency. We appreciate the cooperation and understanding of our business owners to not only keep your property and businesses safe, but also to assist in educating our firefighters in the event they have to respond to your building in an emergency.

Station 1 consisted of 17 members in 2016 under the direction of Captain Tony Posey and Lieutenants Andy Doornbos, Adam Drewery, and Steve Meek. One new probationary member was assigned to Station 1 during 2016.

In the Fall of 2016, Metro Fire added its second SeaWolf rescue boat to its fleet. This is a twin boat to the one purchased and put into service in 2010. These rescue boats are critical to the mission of our department, and assist in protecting the multiple waterways in the Metro district. The new rescue boat was placed into service at Station 1 as Marine 1. The old rescue boat was moved to Station 12 and recommissioned as Marine 12 to service the west side of our area.

STATION 8 NEWS... By Capt. Mark Shaul

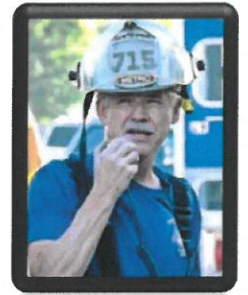
2016 was the year that Station 8 and Grand Traverse Metro Fire Department lost 96 years of experience with the resignation and retirement of Tom Henkel, John Sanborn, and Rob Harvey.

Station 8 is still operating at the same address as previous years. The work continues by Grand Traverse Metro Emergency Services Authority to obtain the best location for a new Station 8 with the amenities offered in a modern fire station. Along with the problem of operating in a station that is short on room for both apparatus and personnel, the station does not meet current code for manning 24 hours a day. The personnel had to shower in the apparatus area, share a bathroom with Acme Township, sleep on a roll away cot in the meeting room, and if they wanted to have a hot meal they had to use the gas grill that was located outside or the microwave. Due to code issues related to the manning of Station 8 with personnel, a temporary crew trailer had to be located next to the station. This crew trailer gives the crew a kitchen, a separate bathroom(s) with showers, and sleeping quarters. This allowed for the meeting area in the station to be utilized for a meeting room and the Crew Trailer as an area for the Metro Fire and North Flight crews to have an area to cook, relax, and sleep if able. We are still short on room for our apparatus which causes slower response as vehicles have to be moved to allow other vehicles to respond. This cramped condition plays into safety issues when responding and returning to the station after the incident and repositioning the apparatus so they all fit in the station. Hopefully this will all be resolved in the very near future when land is secured and a new Station 8 will be built.



STATION 9 NEWS... By Capt. Mark Shaul

Station 9 is struggling with fire code issues that are very similar to Station 8. Both stations were built when the furthest thought was to have these stations occupied with personnel 24 hours a day. In the case of Station 9, a very successful Residential Program had to be discontinued due to the inability to house firefighters overnight in the station. The Residential Program was developed to allow firefighters to live at Station 9 in exchange for responding to incidents during periods when no other firefighters were available at the station.



Station 9's response area has continued to grow with larger year round homes and developed subdivisions where just a few years ago there was nothing but hay and corn fields and seasonal cottages around the lakes. Commercial development also continues to see larger buildings with diverse occupancies that will require a changed response from GTMESA and Station 9 than in the past. Currently you are seeing our partner, East Bay Ambulance, attempting to move from Basic Life Support to Advance Life Support Service and 24/7 manning. These changes will require alterations in services that are provided and the equipment that we will need. The days of a volunteer firefighter/EMT responding from home or work for an incident isn't gone but it's a fading system that has a hard time performing to the level that the taxpayers expect. Grand Traverse Metro Emergency Services Authority is constantly reviewing and introducing new response models for future incident needs. I feel that in the next couple of years this will result in major consideration for the changes needed to meet the challenges of the response area for Station 9.

Please attend the Famous Annual "Station 9 Pancake Breakfast", being held this year on May 7th.

STATION 11 NEWS... By Capt. Brian Bloom

Station 11 finished out 2016 with 1,827 runs. This is an increase of 145 runs from 2015, and does not include responses into Station 12 or Station 1's area. This equates to almost 40% of GTMESA's total run volume for the year.



Station 11 brought on three new members in 2016:

- Eric Seaburg returned to Metro after a several year hiatus and completed and passed his National Registry MFR.
- Zach Miller came to us with no experience and completed and passed his National Registry MFR. He is currently attending fire school at the RTC.
- Alex Werly came to us with no experience and completed and passed his National Registry MFR. He is currently attending fire school at the RTC.

Lt. Kyle Clute, FF Cory Ellis, FF Matt Adamek, and FF Curtis Walters obtained his Fire Instructor I certifications. With this certification, they will able to teach at the RTC as an instructor during our fire school.

Station 11's old Suburban, Squad 11, was replaced with a 2016 Ford F-250 crew cab. The bed is equipped with a roll-out equipment rack and carries a full complement of medical equipment as well as our water rescue equipment.

As the busiest Station in Metro, Station 11 has hosted several of the Department's F-2 members to increase their patient contact and run volumes, in turn boosting their confidence to handle calls and assess and treat patients appropriately.



STATION 12 NEWS... By Capt. Troy Holliday

Station 12 continues to host numerous events around the station (i.e. Birthday parties, Cub Scout tours, corporate parties at the park with a station tour and education for their employees, Medical First Responder and EMT classes, Sheriff Department Defensive Tactics, and elementary students holding book clubs). We welcome any outside public events to be held here, just contact Captain Troy Holliday at tholliday@gtmetrofire.org.

Station 12 continues to host for Precinct #1 Voting for Elections in Garfield Township. The election crew that volunteered the entire day deserves recognition for their hard



work in making sure your vote counts! Parking was a challenge during the 2016 Presidential Election, but with the help of Grand Traverse Road Commission and Grand Traverse Sheriff Officers by providing lower speed signs and cones, it allowed for a safer entrance and exit from the parking lot.

It's always a pleasure to meet the citizens we serve on a non-emergent basis. A lot of people didn't even realize the new station was right around the corner and didn't realize the services we perform to ensure their safety. We would like to say "Thank you" to our community for helping keep our areas safe. We have more smoke alarms arriving, so we will be back out to our area to ensure the safety of our citizens.

Garfield Township is growing and we are expecting our call volume to increase in the upcoming years. In 2016 we ended the year with a total of 966 calls.

After having a few non-emergent water rescue incidents at Silver Lake, we have received a new marine unit for the west side of town. A new unit was placed at Station 1 that will be better equipped to handle the rougher waters of East Bay, while the current boat came over to handle Silver Lake. Our crews continue to train and get familiar with water rescue techniques.



FIRE PREVENTION BUREAU

by Asst. Chief / Fire Marshal Brian Belcher

MISSION STATEMENT

The Grand Traverse Metro Fire Department Fire Prevention Bureau, through education, inspections, and community awareness, strives to safeguard the life and property of the citizens of Acme, East Bay and Garfield Townships from the hazards of fire, explosions, hazardous materials and all other hazards in new and existing buildings, public gatherings, and outdoor venues used for habitation, work or recreation.

BUREAU OPERATIONS OVERVIEW - 2016

Yes, 2016 was a year of challenges for the Fire Prevention Bureau. With the retirement of a Fire Inspector and the Public Educator moving back to a full time firefighter position much of the year we operated short staffed while trying to maintain the same levels of service. Both positions were filled with Firefighter Eric Chryst hired as the Fire Inspector/ Investigator and Jennifer Ritter hired as the new Fire and Life Safety Public Educator. Both new employees have hit the ground running and have been a great addition to the fire prevention team. 2016 also saw us having to limit our Safe Neighborhood campaign due to a shortage of smoke alarms and funding. Sources of permanent funding are being explored with hopes to continue this vital program.

As our data shows the one area we need to continue focusing on is the problem of unattended cooking in single and multi-family occupancies. This was again our leading fire cause in 2016. These single and multi-family properties are where the majority of our fires occur. We are addressing this problem through our Safe Neighborhoods door to door smoke alarm campaign to single family homes and also by reassigning Fire Inspectors and our Company Fire Inspectors to inspect multi-family housing complexes including the individual apartments. Occupants of these structures are subject to the actions of their neighbors where many lives are at risk should a fire occur. The impact of inspecting these occupancies will reduce the likelihood of fire and/or injury to a large percentage of our population. Landlords are required by law to maintain safe living conditions with working smoke alarms. Providing education to this group will help strengthen fire safety in all rental properties.

With the increased demand for plan reviews, administration of programs and the need for succession planning within the organization, the Plan Reviewer position was filled in 2016 with the promotion of Inspector Kathy Fordyce into this position.

In 2016 we continued our contract with the Grand Traverse County Construction Code Office to provide plan review services of fire protection systems to areas outside our own jurisdiction. With the increase in programs we have implemented to make our Metro communities a safe place to work, live and play a decision will need to be made whether to continue providing plan review and inspection services outside our district. Beginning January 1, 2017 the City of Traverse City Fire Department will be taking over all plan reviews within the city limits. This will help us concentrate more on our own programs.

The Bureau continues to be staffed by the Assistant Chief/ Fire Marshal, two Fire Inspectors/ Investigators, a Fire Plans Examiner/ Fire Inspector, the Public and Life Safety Educator, two JFS Counselors (as needed) and a GIS data coordinator (part-time).

PROGRAM EFFECTIVENESS

Of the 37 reported structure fires in district in 2016, 25 occurred in single family residential occupancies while 7 occurred in multi-family/residential rentals and 5 in commercial/ industrial properties. All fires resulted in a total loss of \$1,235,125.00 with reported total property valuations of \$8,446,300.00. This represents a total percent of property saved over 85.4%. Fires in commercial/industrial occupancies (inspected) resulted in losses of \$57,250.00. The largest loss in 2016 was a single family home fire with a loss of \$623,000.00 for the home and the contents. The home was in the very most remote, rural portion of our district and was a total loss upon our arrival on scene. There was significant delay in the fire being reported and was thought to be in another fire district which delayed our response. The fire cause was accidental via the improper disposal of smoking materials.

Cooking and improper disposal of smoking materials were the leading causes of fire in 2016. This follows national trends and shows where our public education messaging needs to focus in the coming year.

In 2016, we saw 0 civilian fire fatalities and 1 civilian injury which was an anxiety attack due to the incident.

These low loss numbers can be attributed to the investment in fire prevention/ public education and also to the quick, efficient response of suppression crews.

<u>All Fires</u>	<u>Injuries</u>	<u>Fire Related Deaths</u>
Firefighters	0	0
Civilian	1	0

Occupancy Type Data - # of Fires

Single Family Residential	25	Garfield Twp	13
Multi-Family Residential	7	East Bay Twp	16
Commercial/Industrial/Retail	5	Acme Twp	8
Assembly/ Restaurants	0		

INSPECTIONS

Two Fire Inspectors and nine company inspectors currently perform inspections on all 2960 existing occupancies within the district: Acme Twp- 312, East Bay Twp- 423 and Garfield Twp 2225. A total of 1213 annual inspections were performed. Out of these, 1160 re-inspections were required. There were 150 Firefighter Right to Know updates performed in 2016 by the



Fire Inspectors. Firefighter Right to Know is a law which requires businesses to report any hazardous chemicals used or stored on the property. These are required by law to be updated every 5 years so this number can vary widely from year to year. A total of 24 public complaints were investigated last year. Other activities involve: witnessing required testing, updating Knox Boxes, meetings with business owners etc. Inspectors continue to inspect all assembly, hotel/motel, target hazards (tier 2) and large box stores on an annual basis. These are the occupancies with large occupant loads where the greatest life safety hazards are present. We also saw the continuation of an increased focus on inspecting multi-family apartment buildings. Historically these are where a majority of our fires occur; other than in single family dwellings.

In 2016, the full implementation of the new software program allows all Inspectors to perform the inspections on a Microsoft tablet while out in the field. All reports are emailed directly to the occupants while the Inspector is still on site. This technology allows more efficiency and less drive and travel times for the Inspectors. These tablets are the same tablets which are being used for the Mobile Data terminals in the apparatus preventing additional costs of purchasing new hardware. It has been a long process but one which will yield excellent long term results.

Inspectors maintained their certifications thru continuing education seminars at the Michigan Fire Inspectors Society annual education conference in East Lansing and by attending webinars and other education programs.

INSPECTION DATA

2015 / 2016	ACME	EASTBAY	GARFIELD	TOTAL				
ANNUAL INSPECTIONS	129	105	174	137	960	731	1263	973
RE-INSPECTIONS	129	158	174	176	806	826	1109	1160
FF RIGHT TO KNOW	24	4	15	7	83	109	122	120
PLAN REVIEWS	27	28	36	34	116	139	179	201
PERMIT INSPECTIONS	51	35	57	44	235	207	343	286
SPECIAL EVENTS	4	7	9	10	10	17	23	34
SPECIAL INVESTIGATIVE (INCLUDES COMPLAINTS)	6	4	2	4	24	16	32	24
COMPANY INSPECTIONS		22		28		190	149	240
TOTAL ACTIVITY	370	401	467	509	2239	2517	3071	3453

PLAN REVIEW

Assistant Chief/ Fire Marshal Belcher and Plans Examiner/ Fire Inspector Fordyce continue to perform all plan reviews and related inspections. Our agreement with the Grand Traverse County Construction Code Office for GT Metro's Fire Prevention Bureau to perform plan review and inspections of all fire alarms and fire suppression systems within Grand Traverse County was continued in 2016 with the exception that Traverse City Fire Department began performing all related field inspections in the city and Metro continued to perform plan reviews for projects within the city. The Plans Examiner/ Fire Inspector position was filled in 2016 with the promotion of Inspector Kathy Fordyce. Inspector Fordyce had been performing the duties since 2015 and this was merely an update of job description to match actual work being performed and to maintain a certain level of redundant knowledge within the organization to insure continued operations in the event of an absence. A total of 294 plan reviews, not including related inspections, were conducted in 2016. Of those, 203 (69%) were for in district projects and 91 (31%) were conducted for out of district projects. These out of district reviews/inspections generated approximately \$25,434.07 in revenue in 2016. In district revenues for plan reviews for 2016 were \$47,583.72. Beginning January 1, 2017 Traverse City Fire Department will take over performing all plan reviews and inspections for projects within the city. In 2016, projects within the city generated \$20,149.07 in revenue. This will be lost in 2017, although not performing these services outside of our district will free up staff time to work on projects, programs and administration of our own district and its residents.

SAFE NEIGHBORHOOD SMOKE ALARM CAMPAIGN

Smoke alarms are the first line of defense in preventing injury and death from fire. This is an area we need to concentrate our efforts by the entire department through awareness and education marketing campaigns. Our Safe Neighborhoods campaign is aimed to reduce injury and death by fire. This program requires on duty firefighters to perform door to door neighborhood sweeps to check for working smoke alarms, repair/replace as needed and leave the occupants with home fire safety checklists to check their homes for fire and life safety hazards. Each of our fire stations is required to spend a minimum of 2 hours per week performing these door to door visits. In addition, whenever a home is encountered without smoke alarms on an emergency call it is policy for responding crews to install working alarms before leaving the property.

2016 saw reduced efforts in the door to door aspects of the program due to a lack of smoke alarms. The 1500 alarms received from the Home Depot grant were depleted and 100 alarms were purchased from budget to fulfill the requests received from the public to have alarms checked. Continued work is ongoing to secure funding through grants and reduced pricing in order to sustain the program.

On April 2, 2016 we worked with BC Pizza in Garfield Township to deliver pizzas. Pizza deliveries were conducted with a Metro fire engine. Upon arrival firefighters performed Safe Neighborhood services and checked the residents smoke alarms. If the home had working smoke alarms their order was free. If they did not, firefighters would replace batteries/alarms so they would have working smoke alarms when firefighters left their home. Of the three deliveries in the designated 4 hour timeframe, 2 received their order for free and one did not have any working smoke alarms. This program would not have been possible without the generous donations by BC Pizza.

On April 23, 2016 all five stations conducted a neighborhood smoke alarm blitz where for 4 hours on that day firefighters were out performing Safe Neighborhood activities. During this 4 hour block of time, 131 smoke alarms were installed throughout the district.

2016 fire responses show 18% of homes did not have smoke alarms and that 12% had smoke alarms but they did not function during the fire. Our data from 2015 fire responses shows that 22% of homes with fires did not have any smoke alarms and that 4% had alarms but they did not function during a fire. This equates to 30% of the homes in our area that had fires in 2015 did not have a working smoke alarm; this is still an unacceptable number, although this is down from 2015 where 44% percent did not have working smoke alarms.

As you can see this program is making a difference along with our other increased public education efforts in regards to smoke alarms. These numbers for 2016 are an improvement but they still show over one quarter of our homes that had fires did not have working smoke alarms. We will continue this program and focus our efforts in order to make sure every home has working smoke alarms.

Since the inception of the program in 2013, crews have contacted 2870 homes and either performed the services (checked/replaced batteries or smoke alarms) or left a program door hanger when no one has been home so the occupants may call for services. In 2016, 406 smoke alarms were installed in 160 homes. We had 70 face to face contacts were made with residents during the door to door sweeps (486 in 2015) with 66 door hangers placed if no one was home (728 in 2015), this equals 136 homes that were visited during the door to door Safe Neighborhood campaign in 2016 (1214 in 2015). These numbers are down drastically as our inventory of smoke alarms was depleted and we struggled to find funding for more alarms. We are hopeful 2017 will bring more funding to the program and a return to previous levels of service and homes visited. The Fire Prevention Bureau continues organizing the paperwork, compiling the data, acquiring the alarms and providing assistance to the suppression crews. The response to this program has been overwhelmingly positive with a majority of the comments heard from residents are “you mean you do this for free?” or “nobody ever did this where I used to live, thank you so much.” This program not only provides for the safety of our residents but also provides a positive public image and great public relations for our department.

INVESTIGATIONS

Fire investigations are performed by Inspector/ Investigator Mike Scanlon, Inspector/Investigator Eric Chryst and Assistant Chief/ Fire Marshal Belcher. 2016 saw a total of 28 investigations performed by Investigators, including both vehicle and structure fires. Of those, 2 fires were intentionally set and resolved with three referrals to the Youth Fire Setter program for one of the fires and the other fire subject was prosecuted for the crime. These do not represent all fires in 2016 as some fires were investigated by the duty officer or responding Chief. Investigators are not called out to every fire if the damage is limited and the origin and cause are easily identified as accidental. Fire investigations can be a very labor intensive job which requires specific technical knowledge and must only be performed by trained, competent personnel. Investigators continue the partnership formed with the Grand Traverse Sheriff's Office which allows a fire investigation trained Sheriff's Office Evidence Technician to work with Fire Department

Investigators to determine origin and cause. The Sheriff's Office has two newly trained Investigators that we look forward to working with. This partnership allows for a very effective, seamless investigation culminating in several successful prosecutions in recent years.

YOUTH FIRE SETTERS PROGRAM

This program provides counseling services to juveniles and their families who have a youth fire setter in the home. They are referred to the program by area law enforcement, parents, the juvenile courts and responding firefighters. In 2016 four subjects from inside our district and four subjects from outside our district were referred to the program. In late 2016 we instituted a fee schedule for cost recovery of performing these counseling sessions for subjects from outside our district. This fee will be sent to the referring agency for payment. Our Youth Fire setter Counselor positions continue to be filled by Capt. Mark Shaul and Lt. Kyle Clute. Public Educator Jen Ritter is interested in becoming an YFS counselor and can bring a needed perspective to the program when females are attending counseling sessions. We will be looking to send her to training in 2017 to become a counselor. Capt. Shaul recently attended the National Fire Academy for further certification.

FIRE AND LIFE SAFETY – PUBLIC EDUCATION ... Jennifer Ritter



Having a strong and effective Fire and Life Safety Education Program is vital to reducing the risks of injury and death to our communities. This year saw Lt. Kyle Clute choose to return back to his full time firefighter position after 1 year of service in public education. After a scrutinizing hiring process we are lucky to have Jennifer Ritter fill this position. Jen comes to us with over 16 years of injury prevention education in our northern region and was very familiar with our needs and our programming. Jennifer brings with her the Safe Kids USA curriculums. Safe Kids USA is a national program of evidence based

safety programs, resources and funding that is used by local communities to address injury prevention to children. Grand Traverse Metro has signed an agreement with Safe Kids USA to allow us to be a designated Safe Kids host agency allowing us access to these resources.

The Fire and Life Safety Education Program of Grand Traverse Metro Fire Department has provided public education programs for the citizens of Grand Traverse Metro Fire District by working in collaboration with community safety agencies, area non-profits, and local businesses. Cooperation and community partnerships continue to ensure success through utilization of existing programs, participating fire personnel/resources and established networks.

Target groups continue to include: youth ages 4-14, people within the retirement ages of 60 and over and the disabled.

By utilizing the concept of community risk reduction where local and national statistical data is compiled, our educational programming targets specific risks to our community. This allows for the development of additional programs and additional target populations served. Utilizing this concept we continued in our effort to reach more citizens with fire safety messages. A partnership with Traverse City Fire Department started in 2012, enabled us to provide four safety messages on the five electronic billboards across our districts. These messages were shown during the months of September, October, November and December and incorporated both holiday appropriate safety messages and what were determined to be high risk community hazards. These included the 2016 Fire Prevention Week theme *Don't Wait- Check The Date*, November – *Practice Home Safety Today/ Keep Kids 3 Feet Away*, December- *Stuff The Stocking-Not The Outlets*. Each message was displayed a minimum of 416 times each day across the five billboards. While all fire safety messaging is important, statistical response information in the fire service continues to emphasize both fire and life safety. Seventy percent (70%) of emergency calls that Metro responds to are medical calls, the majority of those involving the senior population which local statistics show will only continue to grow. This confirms the importance of our Remembering When program which is geared to fire and fall safety in the home for seniors.



RISK WATCH:

Burns and fire-related death are 2 times more likely for a child under the age of 5. For children ages 14 and under, the number-one health risk is injuries by trauma. Each year, unintentional injuries kill more than 6,000 kids and permanently disable more than 120,000. In 2016 Munson Medical Center Trauma Services completed a comprehensive report from historical data on all childhood age injuries that led to emergency room visits. This data was provided to the Risk Watch coalition and changes were made to the type of programs delivered through the Risk Watch program for the 2016/17 school year in order to address the highest risk categories of local injuries.



In 2016 The Grand Traverse Risk Watch Coalition continued its partnership with Safe Kids North Shore to better use local and national resources to support the Risk Watch program. The curriculum remained consistent and continues to be divided into five age-appropriate teaching modules (Pre-K/Kindergarten, Grades 1-2, Grades 3-4, Grades 5-6, and Grades 7-8), each of which addresses the top seven causes of injuries and deaths of youth according to the Munson Trauma study.

This program is a comprehensive, school-based program, intended for classroom delivery by the teacher with supplemental support by community “Risk Experts”. This program serves to expand the scope of

unintentional injury education and prevention among young people grades pre-K through grade 8 by providing a safety platform by which community organizations and agencies can provide expertise in their subsequent areas. A Grand Traverse Risk Watch Coalition has been developed and includes the following agencies: Grand Traverse Metro Fire Dept., The American Red Cross, Home Town Health, The Grand Traverse Sheriff’s Dept., Safe Kids North Shore, North Flight, The US Coast Guard, The Coast Guard Auxiliary, The Grand Traverse Sail and Power Squadron, Blair Twp. Fire Dept. and the Michigan State Police. Risk Watch continues to be by invitation at the discretion of the school principal, although we continue efforts to expand the program into more area schools



COMMUNITY EVENTS

In 2016 we were once again very busy with our community outreach programs. These programs cover everything from neighborhood block parties to safety days at area stores, school career days, community festivals, conference expo’s, a CPR class hosted at station 11 and our continued participation in the car seat checks for proper fit and installation. It would not be possible for us to cover so many of these events without the cooperation of our firefighters who perform many of these programs. They do an outstanding job of educating the public and representing Metro Fire in a professional manner at these very visible events.



BUSINESS AND INDUSTRY PROGRAMS

In 2016 we received a new “live fire” fire extinguisher training tool. Training programs were presented at numerous business and industry facilities within the district and has proven very popular with everyone asking for additional training. Approximately 400 persons from area business and industry were trained in the proper use of a fire extinguisher with this new tool. 2016 also saw the kickoff of our programs to provide emergency evacuation/ emergency planning programs to area business and industry. This has been a requested service for some time and was very well received. This program will be expanding in 2017 with many more requests coming in due to word of mouth and our marketing of the program.

OLDER ADULTS – REMEMBERING WHEN

At age 65 and older adults are twice as likely to be killed or injured by fires or falls compared to the population at large. Thirty percent of people age 65 and older are involved in falls each year, the leading cause of death from unintentional injury in the home. In the U.S. and Canada, adults age 65 and older make up about 12 percent of the population – and are the fastest growing segment of the population and are a significant portion of the populations of our communities.

Remembering When is centered around 16 key safety messages, eight fire prevention and eight fall prevention, developed by experts from national and local safety organizations as well as through focus group testing in high fire risk states. The program was designed to be implemented by a coalition comprising of the local fire department, service clubs, social and religious organizations, retirement communities, and others. Coalition members can decide how to best approach the local senior population: through group presentations, or during home visits. The Fire and Life Safety Public Educator coordinates the delivery of the Remembering When Program with the local Commission on Aging.

The Commission on Aging provides an in home service with seniors, by incorporating Remembering When's messaging into these visits the conversation on how to avoid fire or fall injuries took place with over 100 seniors while in their homes.

FIRE PREVENTION SUMMARY

We continue to strive to deliver our fire prevention messages to our communities in new, innovative and cost effective methods which address the trends and statistics which show where our focus must be placed. It is our goal that nobody in our community dies or is injured by fire or other preventable trauma. We continue to inspect those places in our community which could have the largest impact due to the number of persons who occupy these structures and events. It is imperative that a strong fire prevention program be in place and be effective in today's fire service. Fire prevention impacts not only those whose fire or injury is prevented but also those who must respond into these structures and place themselves in danger when an emergency occurs. Fire prevention leads the way by giving our firefighters the inside knowledge of these buildings and educating our communities on proper prevention methods, and procedures to follow should an emergency occur. 2017 will be another year of continuing to expand our fire prevention programs and ensure we are reaching our most vulnerable residents. Many of these programs would not be possible without the support and cooperation of our firefighters in the fire stations. They are the ones who attend and deliver so many of these programs in such a professional manner. I hope this level of cooperation will continue in the future so we may continue to deliver such a wide variety of programs and prevention services to our residents and business owners. We are fortunate to have such well-rounded and effective fire prevention and public education programs that reach so many within our communities. This is all due to one simple fact; our employees! They are passionate, hardworking individuals whose teamwork mentality cannot compare. They are selfless in the mission of providing the best possible prevention and education to our residents and taxpayers. The GTMESA Board and the townships of Garfield, Acme and East Bay should be proud of the fact that they have one of the best, most comprehensive fire prevention and injury prevention programs found anywhere. We will continue to steward partnerships in the community

for the protection of lives and assets. We will not rest on our success but continue to strive to prevent injury and death in our communities to the best of our abilities.

COMMUNITY PARTICIPATION

9/11 MEMORIAL

The 9/11 Artifact that Grand Traverse Metro Fire Department retrieved from New York City in 2011 has been permanently placed behind the Grand Traverse Metro Fire Department Administration Office at 897 Parsons Rd, Traverse City MI 49686. This is located at N Three Mile Rd/Parsons Rd in East Bay Township of Grand Traverse County. More information can be found at www.gt911artifact.com.

The Ground Breaking Ceremony took place for the 9/11 Artifact at Grand Traverse Metro Fire Administration Office on July 16, 2012. The artifact is available for the community members to view, reflect, and remember in a peaceful and tranquil setting.

Our firefighters began construction on the memorial walkway in the spring of 2015. Brick pavers memorializing all 343 firefighters who lost their lives on 9/11/2001 will be installed, so we NEVER FORGET!



TOYS FOR TOTS

The Grand Traverse Metro Fire Department continues to help out with the Toys for Tots program every year at Meijer's making sure children have a merry Christmas.

Over 50 bicycles were assembled by our firefighters for the Bikes for Tikes program.



CHILD PASSENGER SEAT SAFETY INSPECTIONS

Motor vehicle accidents are the leading cause of accidental deaths among persons living in Michigan between the ages of 1 – 24 years old. Did you know that 9 out of 10 child passenger seats for children are installed incorrectly? Our certified technicians for Grand Traverse Metro Fire Department through Safe Kids Worldwide and the National Child Passenger Safety Seat Program are Captain Troy Holliday, Captain Tony Posey, and Senior Technician Jennifer Ritter. This allows us to have a certified technician ready to help every shift, every day.



Station 11 hosts a monthly car seat check station for the community through the Safe Kids North Shore coalition program that is free of charge to the public. You may contact Jennifer Ritter at 231-947-3000 ext 1234 for an appointment. Approximately 100 car seat checks are completed and corrected at Station 11 alone each year.

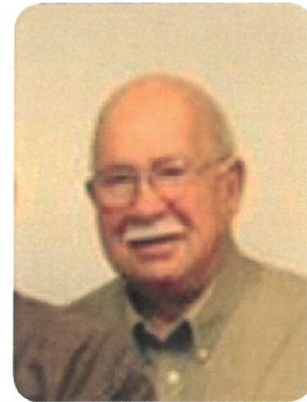
FIRE CHAPLAIN PROGRAM

When firefighters respond to a burning building and focus attention on saving life and protecting property, the fire chaplain responds alongside but is focused on ministering to the needs of the firefighters and the needs of the crisis victims. Victims of an emergency crisis may be the family who has just been burned out of their home, or the scared and confused spouse of a heart attack patient. They could be the frightened children whose parents are being transported to the hospital after a tragic traffic accident. Firefighters are trained and able to deal with the varied emergency crisis in our modern world. Fire chaplains are equipped and called to deal with the people being affected by those same events. The fire chaplain is a spiritual presence in the world of fire department and emergency services.



IN REMEMBRANCE

GTMESSA lost long time board member Bob Featherstone due to a long illness. Bob was a Korean War veteran and local businessman. He served on the Metro board for 6 years and was on the oversight committee for the construction of Station 12. Bob, R.I.P. you will be missed.



RECOGNITION AWARDS

(some awards from past years being presented)

LIFE SAVING AWARD

On December 18th of this past year, off duty FF Cody Lipe and his family were driving on 31 South with ice cream as their destination. Cody witnessed a mini van driven by James Soper crossed 4 lanes of traffic and careened down a 50-foot embankment. He initiated the 911 system with the help of his wife Emily. He made his way down to the vehicle in his street clothes in 9 degree blowing snow conditions. With the vehicle locked and with an unresponsive subject, he forced entry to the driver's side window and found a patient in full cardiac arrest. He dragged Mr. Soper out of the vehicle and initiated CPR on the victim. Law Enforcement and GT Metro personnel soon arrived. FF Lipe continued to direct responders to the situation at hand which increased the successful outcome that was achieved. With CPR continuing, an AED was placed on the victim and a shock given in the snow next to the vehicle in the field. A stokes basket was lowered and the victim was dragged up to US31 S where it was noted that he was breathing on his own. FF Lipe never backed off from the situation and was with Mr. Soper as he was loaded into the back of NF 11. From all accounts, Mr. Soper would not be here today if it were not for the quick actions and skill of off duty FF Cody Lipe. The Grand Traverse Metro FD is proud to bestow a Lifesaving Award to FF/EMT Cody Lipe. Present is James Soper himself and Sheila Pickard and his mother who would like to personally thank FF Lipe and present the Lifesaving Award to Cody.



Picture: Mr. Soper gives FF Lipe the Life Saving Award

LIFE SAVING AWARD

On July 13, 2014 Engine 11, Truck 1, Engine 12, and 702 were dispatched to a possible residential unit on fire. Neighbors could hear smoke alarms and smoke showing from the apartment on Feiger Lane. Alpha 5 and Engine 11 arrived on scene with nothing showing. After a quick discussion with neighbors and smoke alarms ringing, Lt. Clute & FF Sprenger determined that the apartment was on fire and called for a second alarm. After assuring that backdraft conditions were not present, Lt. Clute made entry and found brownish black smoke banked within a foot of the floor. With the help of a TIC (Thermal Imaging Camera) and shouting for occupants, Lt. Clute found a 53-year-old male on the floor semi-conscious. Lt. Clute crawled into the bedroom and then dragged the victim from the bedroom, down the hallway and outside to the awaiting EMS crews. Due to his quick action and selfless courage, the victim was transported to MMC for severe smoke inhalation where he made a recovery. The GTMFD would like to bestow a Lifesaving Award to Lt. Kyle Clute and a Unit Citation to his partner Josh Sprenger.



LIFE SAVING AWARD

On October 25, 2012 at 15:45 in the afternoon, Metro was dispatched to the Pinestead Reef along with North Flight and the Sheriff Marine Division for 3 people in a kayak that need assistance. While enroute, dispatch notified us that one person was in the water and had lost contact with his kayak and two others were holding onto the kayak. This Fall afternoon was not the greatest kayaking weather as the temperature was a cold 45 degrees with the wind out of the SW at 11 mph with gusts to 28 mph. Dressed in exposure suits, Lt. Francisco and FF Joe Byrne launched Metro Marine 1 into the moderate chop of East Bay with 2 foot waves. With help from shore personnel, Francisco & Byrne were able to locate and pull the 2 female kayakers onto Marine 1. It was obvious that the male victim was in distress as they witnessed him go under water numerous times. None of the victims were wearing life jackets and had been in the water for 20 minutes. Francisco and Byrne knew they didn't have much time. With Lt. Francisco at the helm, he brought the victim down the starboard side of the boat where FF Byrne hooked the patient's arm and they both hauled him onto Marine 1. The male victim was exhausted and told Metro crews that he had given up and was ready to die. All three victims were transported to MMC where they were treated for severe hypothermia. Due to the quick action, skill, and training of these firefighters, three citizens are alive today. The GTMFD is proud to bestow on Lt. Gary Francisco and FF Joe Byrne the Lifesaving award.



UNIT CITATION

On the morning of June 6, 2016 Metro's tones dropped for a PIA with entrapment in front of the Hampton Inn on US 31 North. Truck One, Rescue 1, and Engine 8 were dispatched. 701 & 703 arrived first on scene with 701 assuming command. A black Buick Lacrosse was on its side into a Chevy van driven by Mr. Dale Thornburg. Rescue 1 & Truck 1 arrived with Lt. Doornbos and FF Krukowski and they placed the rescue into oncoming traffic as to protect responders on scene. Both vehicles were stabilized. *PLEASE NOTE THIS*, 701 & 703 used rescue tools to access the Buick where they realized the driver was deceased. The driver of the Chevy van was pinned by the steering wheel and door of his vehicle. Because both cars were intertwined and any movement would cause undo tamponade to Mr. Thornburg. Through the collaboration of North Flight EMS, Brickyard Towing and Metro, Mr. Thornburg was finally freed after almost 1 hour of very technical and deliberate actions by all. With all my 34 years of thinking I've seen it all; I've never seen an incident where crews threw the entire "kitchen sink" at the incident in order to have a positive outcome. Because of this, The GTMFD would like to bestow a Unit Citation to the crew of Run # 1896 for their quick actions, team effort, determination, and a can-do attitude for the positive outcome of the extrication of Mr. Thornburg. Our hearts go out to the family of the victim of the Buick Lacrosse. Would Lt. Andy Doornbos, FF Shawn Stinson, FF Bill Krukowski, FF Matt Adamek, Lt. Mike Scanlon, FF Jon Flynn, Capt. Mark Shaul, Lt. Adam Mervau, Cody Lipe, Asst. Chief Belcher, Chief Parker, and North Flight Paramedics Osburn & Mervau, please come forward to accept the GTMFD's Unit Citation for a job well done!



UNIT CITATION

On July 27, 2016 at 15:46 hours, Station's 1, 8, & 9 were dispatched to a cabin that was struck by lightning and was now on fire. Station 1's squad and truck were at Station 9 for training and responded with Tanker 9. Squad 1 and Lt. Francisco arrived to learn that the cabin was on what is known as Huckleberry Island which is in the middle of Lake Arbutus. Fire crews commandeered pontoon and fishing boats to take firefighters and tools over to extinguish the fire. When crews arrived on the island they found a rustic cabin with moderate smoke and flames showing on the southwest corner of the cabin. Lightning had struck a pine tree next to the cabin and traveled to the well pump located in the kitchen. A successful suppression attack was made by using water extinguishers and simple hand tools. When Marine 1 finally arrived with the float pump and 1 inch wildland hose the fire had been knocked down and all that was needed was to extinguish hot spots and mop up. This was an incredible save due to the extraordinary conditions that had to be overcome. Due to the quick action, training, ingenuity, and commandeering skills, the 80-year-old family island cabin will be around for their fun for many years to come. The Grand Traverse Metro Fire Department would like to give unit citations to Capt. Shaul, Lt. Francisco, Lt. Newton, Lt. Lemcool, FF Sicotte, and FF Stinson. Gentlemen, job well done!





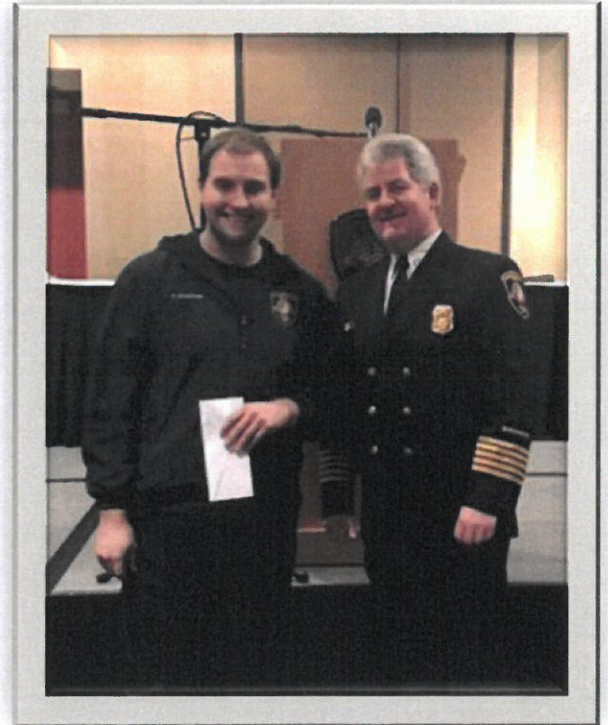
EMS PROVIDER OF THE YEAR

This is a new award that will be given out annually. As nearly 70% of our calls our medical, we felt that EMS excellence should be rewarded.

The recipient of this award is a 5-year veteran of the department. He came to Metro as a very shy unaggressive person. We sure have corrupted him because he isn't that now! This recipient has become a very capable caring and compassionate EMS provider. He has his patients best interests at heart and isn't afraid to perform interventions that many are intimidated to do. This person recently completed his studies as a National Registered Paramedic. Please congratulate the 2016 EMS Provider of the Year, Paramedic Jarod Barber.

FIREFIGHTER OF THE YEAR

The recipient of this award has never used the words "No can do!" There isn't a more positive person. Captain Shaul writes in his submission: This awardee has the spirit and passion that makes the difference every time. He is the one that tries to be part of a solution to the problem before you even hear there is a problem. He shows up for duty ready to get at whatever is in front of him without any hesitation. He has the respect of everyone that comes in contact with him. He raises the output of the people around him to work harder and to be more professional. He makes mistakes and screws up, but he learns from those incidents and researches ways to avoid making the same mistake in the future. I don't see him as a maintainer, I see him maturing into one of our leaders for the future of the department. He is currently a mentor for our newer members and will always take the time to discuss an issue. He will explain how he feels their actions might be better received or have a different result by doing it slightly different. He has many peers but for this year I feel he's the best of the best. Captain Shaul, no one could have said it better. The 2016 Firefighter of the Year is FF and now Paramedic Spencer Scanlon.



RETIREMENT OF SERVICE

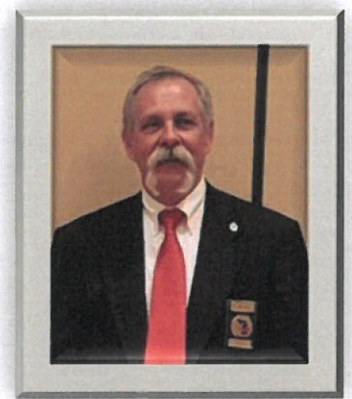


We lost over 145 years of service in 2016 with the retirement of 5 long time members of our department.

Assistant Chief **Terry Flynn** retired after 30+ years in the fire service, 10 years with GTMESA. Chief Flynn moved mountains within our department and we would like to wish him the best of luck with his retirement. *Photo: Left*

It was February 5, 1981 when **John Sanborn** joined Red 9 as a firefighter. John has been a member of Station 9 and Station 8 and even Station 1 when it operated out of the Parson location. John was also one of the original members of the Metro SAR's team. John has resigned from Grand Traverse Metro Fire, but not from the fire service. He has moved up to Drummond Island and has joined their Fire Department. *No photo*

Metro also saw 27 year veteran **Mike Lince** retire in 2016. Mike came to us from the Resort/Bear Creek FD in Petoskey and rose through the ranks to Battalion Chief of Station 1. Mike became a full time inspector with Metro in 2005 and worked hard to achieve his Inspector & Investigator credentials. Mike gave great leadership to the opening of the "new" Station 1. In 2016 the International Association of Arson Investigators – Michigan Chapter recognized Mike with their Lifetime Achievement Award. We wish Mike the best in his retirement and we thank him for his many years of service! *Photo: Right*



After 46 years of dedication to the fire service **Tom Henkel** has decided this past year to hang up his helmet for the last time. His retirement from GT Metro was effective on June 1st. Tom's contribution to the fire service for northern Michigan will continue to touch the ones that will follow for years. Thank you Tom Henkel for your passion and enthusiasm and for the difference you made for the one that came after you. *No photo*

Rob Harvey started with Metro Fire 25 years ago and worked his profession into a full time position with Metro Fire until his decision to relocate down state. *Photo: Right*



Firefighter **Jeremy Draper** retired after 25 years of service to Metro Fire. He was hired full-time in 2007 at Station 11. *Photo: Left*

MANAGING OFFICER PROGRAM

Congratulations Captain Holliday!

At the Tuesday August 23, 2016 GTMESA board meeting, Chief Parker presented Captain Troy Holliday, along with his family, his Managing Officer Program Certificate from the National Fire Academy. The National Fire Academy's Managing Officer Program is a multiyear curriculum that introduces emerging emergency services leaders to personal and professional skills in change management, risk reduction and adaptive leadership. Troy was in the inaugural program and is one of only 10 MO candidates across the country to receive his certificate thus far. The MO program is a multi-year commitment of two weeks of time each year and at the end, a capstone written project is due. Captain Holliday, the department is proud of your accomplishments and we look forward to great things from you. We wish you the best on finishing your bachelor's degree and becoming an Executive Fire Officer (EFO) in the future.



Firefighter Class of 2016

New firefighters Hannah Steed, Jordan Query, Amanda Brown, Mike Thomas, Jon Flynn, and Brian Crawford at their graduation at Mt. Zion Church.

Congratulations!



Illinois Fire Service Institute – 2016
Light-n-Fight Metro Team



In January 2016, our department purchased 36 new S.C.B.A. (Self-Contained Breathing Apparatus) to replace our outdated S.C.B.A. from 2000.

We now have 10 more Ice Rescue Technicians to help respond to water rescue incidents in GTMESA area.



FF David Sicotte trains on High Angle Rescue at the Illinois Fire Service Institute. *Photo: Left*

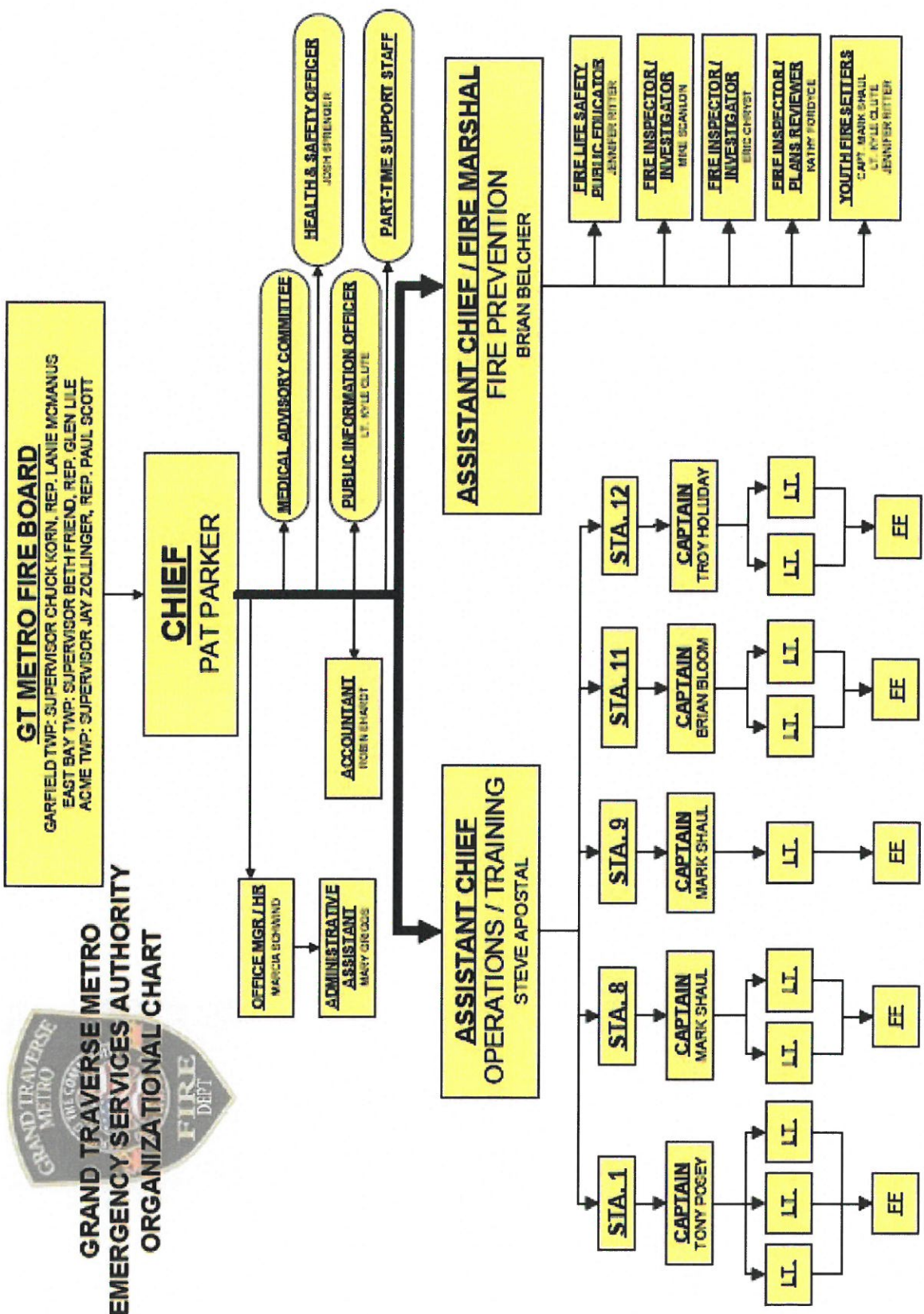
FF Erin Fluharty and FF Curtis Walters warms up by shoveling out fire hydrants at Station 1 before going out and finding other hidden hydrants that may be detrimental if we can't find them.

Photo: Right





**GRAND TRAVERSE METRO
EMERGENCY SERVICES AUTHORITY
ORGANIZATIONAL CHART**



DEPARTMENTAL ROSTER

at end of year

Full-Time - Administration

Fire Chief Pat Parker
Asst Chief – Operations Steve Apostol
Asst Chief – Prevention Brian Belcher
Office Manager/HR Marcia Schwind
Administrative Asst Mary Griggs

Insp. / Invest. Lt. Mike Scanlon
Insp. / Invest. Eric Chryst
Inspector Kathy Fordyce
Public Educator Jennifer Ritter

Part-Time Admin

Medical Dir. Dr. Larry Stalsonburg
HSO Josh Sprenger
Accountant Robin Ehardt
Cartographer Dave Lather
Admin Support Curt Holliday

Full-Time - Suppression

Captain Brian Bloom (Sta. 11)
Captain Tony Posey (Sta. 1)
Captain Troy Holliday (Sta. 12)
Captain Mark Shaul (Sta. 8 & 9)

Lieutenant Gary Francisco (Sta. 9)
Lieutenant Andy Doornbos (Sta. 1)
Lieutenant Adam Drewery (Sta. 1)
Lieutenant Nick Lemcool (Sta. 11)

Lieutenant Chris Comeaux (Sta. 12)
Lieutenant Kyle Clute (Sta. 11)
Firefighter Jake Della Pia (Sta. 8)
Firefighter Curtis Walters (Sta. 1)

Fire Department Chaplain

Jude Younker

Part-Time - Suppression

Lt. Adam Mervau FF Erin Fluharty
Lt Steve Meek FF John Flynn
Lt. Tim Newton FF Adam Grammer
FF Matt Adamek FF Austin Groesser
FF Lee Bailey FF Brian Haskin
FF Jarod Barber FF Bill Krukowski
FF Jeff Carpenter FF Cody Lipe
FF Chris Doornbos FF Daren Mansfield
FF Cory Ellis FF Wayne Mervau
FF Bryan Ferguson FF Hal Miller
FF Jack Ferris FF Rick Osburn

FF Spencer Scanlon
FF Chase Schelling
FF David Sicotte
FF Josh Sprenger
FF Charles Starkey
FF Shawn Stinson
FF Joe Voiles
FF Greg Walker
FF Michael Winter
FF Rick Worm
FF Tim Wrede

Probation Grant Blackmer
Probation Anthony Jack
Probation Zach Miller
Probation Sunil Nair
Probation Jared Ornelas
Probation Eric Seaburg
Probation Hannah Steed
Probation Jordan Query
Probation Mike Thomas
Probation Alex Werly





Photo from March 2011 at Live Burn training at hotels in Acme Township. Largest group photo taken.

**From all of us, Thank You
for allowing us to
serve our community!**