

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD STUDY SESSION
September 23, 2014 at 4:15 p.m.

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

- 1. Business to come before the Board**
 - a. Discussion regarding the 2015 Township Budget**
- 2. Public Comment**
- 3. Adjournment**

Kay Schumacher, Township Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

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 Kay Schumacher, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

September 18, 2014 TBSS

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, September 23, 2014 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes – September 2, 2014 Special Town Board Meeting (Recommend Approval)
September 9, 2014 (Recommend Approval)

- b. Bills -

| | |
|--------------------------------------|------------------|
| General Fund (Recommend Approval) | \$ 29,554.02 |
| | |
| Gourdie-Fraser | |
| Developer's Escrow Fund | \$ 1,853.92 |
| Utility Receiving Fund | <u>38,900.00</u> |
| Total (Recommend Approval) | \$ 40,753.92 |
- c. MTT Update (Receive and File)

4. **Correspondence**

5. **Reports**

- a. Construction Report
- b. GT Metro Fire Report
- c. County Commissioner's Report
- d. Clerk's Report
- e. Supervisor's Report

6. **Unfinished Business**

7. **New Business**

8. **Public Comment**

9. **Other Business**

10. **Adjournment**

Kay Schumacher, Clerk

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CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
September 2, 2014

Chuck Korn, Supervisor, called the Special Town Board Meeting to order on September 2, 2014 at 5:02 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

Present: Bob Featherstone, Kit Wilson, Molly Agostinelli, Jeane Blood Law, Denise Schmuckal, Kay Schumacher and Chuck Korn

1. Business to Come Before the Board

a. Request of the Road Commission for Lafranier Road Design Cost Share

Korn reviewed the Agreement to share Design Costs between the Grand Traverse County Road Commission and Charter Township of Garfield.

Schmuckal moved and Featherstone seconded the motion that the agreement with the Grand Traverse County Road Commission to share in the design/document cost up to \$51,779.25 be approved.

*Yeas: Schmuckal, Featherstone, Blood Law, Agostinelli, Wilson, Schumacher, Korn
Nays: None*

Korn also reviewed the Agreement to share the LaFranier Road Construction Costs. He stated that Garfield would reimburse the Road Commission one third of the actual cost of construction for the project up to \$370,000.00.

Featherstone moved and Blood Law seconded the motion to enter into an agreement on September 2, 2014 between the County of Grand Traverse, the Grand Traverse County Road Commission and the Charter Township of Garfield to share the construction costs on LaFranier Road for costs up to \$370,000.00.

*Yeas: Featherstone, Blood Law, Schmuckal, Wilson, Agostinelli, Schumacher, Korn
Nays: None*

Korn explained that the Zimmerman Road agreement is the same agreement that the Board had approved previously, but the questionable language has been removed. He then discussed an agreement with Elmer's Crane and Dozer for the Zimmerman Road water main extension to be done beginning September 8th and lasting for 30 days.

Agostinelli moved and Schmuckal seconded a motion to enter into a contract with Elmer's Crane and Dozer for water main work on Zimmerman Road.

Ayes: Agostinelli, Schmuckal, Blood Law, Wilson, Featherstone, Schumacher, Korn

Nays: None

2. Public Comment

None

3. Other Business

Schmuckal expressed concern about residents of a house on Veterans Drive that are causing problems for their neighbors. Korn stated that he had just been at a meeting with members of the Stonehouse board and had been told that they are living as a family. He said that ideally it sounds like a good thing, but that if it causes concerns for our citizens, the township will have to look at it more carefully.

Agostinelli asked about future budget meetings and was told that there would be some study sessions set up.

Schmuckal said that the Personnel Committee needs to also meet to begin discussions on the employee contract.

Wilson added that she would like to see a report on the committed funds.

4. Adjournment

Wilson moved to adjourn the meeting at 5:37pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Kay Schumacher, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
September 9, 2014

Chuck Korn, Township Supervisor, called the Town Board Meeting to order on September 9, 2014 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

Present: Bob Featherstone, Kit Wilson, Molly Agostinelli, Denise Schmuckal, Jeane Blood Law, Kay Schumacher and Chuck Korn

1. Public Comment (6:01)

None

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

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

*Yeas: Wilson, Schmuckal, Agostinelli, Blood Law, Featherstone, Schumacher, Korn
 Nays: None*

3. Consent Calendar (6:01)

a. Minutes

August 26, 2014 Regular Meeting (Recommend Approval)

b. Bills

| | |
|----------------------|-------------|
| General Fund | \$39,111.19 |
| (Recommend Approval) | |

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

*Yeas: Featherstone, Schmuckal, Blood Law, Agostinelli, Wilson, Schumacher, Korn
 Nays: None*

4. Correspondence (6:03)

a. August 2014 Grand Traverse Conservation District Report

5. Reports

a. Construction Report (Gourdie-Fraser) (6:03)

No Report

b. Sheriff's Report (6:03)

Lt. Chris Barsheff reported that there were a total of 1,877 calls for service in the township in the month of August 2014. The Township is fairly consistent with 40% of all calls. Identity theft presentations will be happening this month. He also alerted the board to a bank scam in the community.

c. County Commissioner's Report (6:11)

Commissioner Herb Lemcool reported that the Boardman Dams project is awaiting funding and the 2015 County budget may be preliminarily presented soon. A member of the County Commission will be appointed to the Jail Committee very soon.

d. Personnel Committee Report (6:22)

No report

e. Clerk's Report (6:22)

Schumacher said that the election commission met and decided to split a precinct. There will be no extra costs for equipment and another room in the Township Hall will be used as the voting precinct. She added that 2,400 ballot applications have already been mailed for the November election.

f. Supervisor's Report (6:24)

Korn said that the Zimmerman Road water extension project has begun and remains on schedule. The Buffalo Ridge PUD appeal phase has passed.

6. Unfinished Business**a. Public Hearing on the Grand Traverse Metro Fire Department 2015 Budget (6:26)**

Korn opened the Public Hearing at 6:26 p.m. and seeing no one wishing to speak, the Public Hearing was closed.

Board members asked questions about the 2015 Metro Fire budget as presented by Metro Fire Chief Pat Parker. He answered questions regarding fund balance and land for the new fire station in Acme. He is budgeting two million for the building cost. The board had concerns that a fee assessment for going into other jurisdictions be levied for the 2016 budget.

Wilson moved to accept the 2015 Grand Traverse Metro Fire Department Budget as proposed levying 2.2 mills and with Township possibly contributing extra funding in the amount of \$113,998 and also that Metro Fire look at Fee Assessment for neighboring jurisdictions using our services. Blood Law supported the motion.

*Yeas: Wilson, Blood Law, Featherstone, Agostinelli, Schmuckal, Schumacher, Korn
Nays: None*

7. New Business

a. Proposed Review and Acceptance of Road Names (Brookside Commons PUD) (6:40)

These proposed road names do not appear to be in conflict with any other road names. The Board concurred with the proposed names.

8. Public Comment: (6:41)

None

9. Other Business (6:42)

Budget study session – Tuesday September 16th at 4:30

10. Adjournment

Korn moved to adjourn the meeting at 6:43pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Kay Schumacher, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|------------------|------|-------|--------|-------------------------------|--|----------|
| Bank GEN General | | | | | | |
| 09/08/2014 | GEN | 33133 | 0148 | AMERICAN WASTE | SERVICES - ACCT #3394830 | 245.98 |
| 09/08/2014 | GEN | 33134 | 0148 | AMERICAN WASTE | SERVICES - ACCT# 3394790 | 79.00 |
| 09/08/2014 | GEN | 33135 | 0048 | CONSUMERS ENERGY | SERVICES - ACCT#1000 0031 1801 | 6,788.13 |
| 09/08/2014 | GEN | 33136 | 0102 | DTE ENERGY | SERVICES - ACCT #4591 568 0001 1 | 206.89 |
| 09/08/2014 | GEN | 33137 | 0190 | GILL-ROY'S HARDWARE | SUPPLIES | 17.60 |
| 09/08/2014 | GEN | 33138 | 0082 | GRAND TRAVERSE COUNTY | MASTER PLAN WORKSHOP - PAT CLINE | 15.00 |
| 09/08/2014 | GEN | 33139 | 0100 | GRAND TRAVERSE COUNTY DPW | SERVICES - ACCT #5105021 | 591.77 |
| 09/08/2014 | GEN | 33140 | 0100 | GRAND TRAVERSE COUNTY DPW | SERVICES - ACCT #5590511 | 11.75 |
| 09/08/2014 | GEN | 33141 | 0903 | I.T. RIGHT | BRIAN'S COMPUTER | 806.50 |
| 09/08/2014 | GEN | 33142 | 0050 | INTEGRITY BUSINESS SOLUTIONS | SUPPLIES | 32.27 |
| 09/08/2014 | GEN | 33143 | 0557 | MAPLE RIVER DIRECT MAIL | POSTAGE | 13.42 |
| 09/08/2014 | GEN | 33144 | 0045 | STAPLES | SUPPLIES | 502.04 |
| 09/08/2014 | GEN | 33145 | 0211 | STATE OF MICHIGAN | PROPERTY TAX APPEAL | 25.00 |
| 09/08/2014 | GEN | 33146 | 0067 | TRAVERSE CITY RECORD EAGLE | ADVERTISING | 275.00 |
| 09/10/2014 | GEN | 33147 | 0914 | BAIRD, COTTER & BISHOP, P.C. | SERVICES | 845.00 |
| 09/10/2014 | GEN | 33148 | 0001 | GARFIELD CHARTER TOWNSHIP | PERSCRPTIONS | 500.00 |
| 09/10/2014 | GEN | 33149 | MISC | INTERNATIONAL CODE COUNCIL | MICHIGAN BUILDING CODE BOOKS | 522.08 |
| 09/10/2014 | GEN | 33150 | MISC | MOST DEFENDABLE FOUNTAINS | PARK SUPPLIES | 2,230.00 |
| 09/10/2014 | GEN | 33151 | 0181 | OLSON, BZDOK, & HOWARD | LEGAL | 141.00 |
| 09/10/2014 | GEN | 33152 | 0181 | OLSON, BZDOK, & HOWARD | LEGAL - PARKS | 126.50 |
| 09/10/2014 | GEN | 33153 | 0209 | STATE OF MICHIGAN (P) | PAYROLL TAXES | 2,339.51 |
| 09/10/2014 | GEN | 33154 | 0181 | OLSON, BZDOK, & HOWARD | LEGAL | 598.00 |
| 09/15/2014 | GEN | 33155 | 0064 | CITY OF TRAVERSE CITY | SERVICES - ACCT #170975-118686 | 16.30 |
| 09/15/2014 | GEN | 33156 | 0082 | GRAND TRAVERSE COUNTY | MASTER PLAN WKSH - K, WILSON, R. SMITH | 30.00 |
| 09/15/2014 | GEN | 33157 | 0050 | INTEGRITY BUSINESS SOLUTIONS | SUPPLIES | 54.73 |
| 09/15/2014 | GEN | 33158 | 0911 | KLM LANDSCAPE | LAWN SERVICES | 580.00 |
| 09/15/2014 | GEN | 33159 | 0911 | KLM LANDSCAPE | PARK LAWN SERVICES | 900.00 |
| 09/15/2014 | GEN | 33160 | 0498 | NORTHERN MI JANITORIAL SUP | SUPPLIES | 317.95 |
| 09/15/2014 | GEN | 33161 | 0568 | NORTHERN OFFICE EQUIP | CONTRACT | 75.00 |
| 09/15/2014 | GEN | 33162 | 0169 | SHELL FLEET PLUS | GAS - ACCT #079 021 036 | 61.87 |
| 09/18/2014 | GEN | 33163 | 0053 | AFLAC | INSURANCE - ACCT #BQZ32 | 197.18 |
| 09/18/2014 | GEN | 33164 | 0064 | CITY OF TRAVERSE CITY | SERVICES - 170975-98310 | 6.52 |
| 09/18/2014 | GEN | 33165 | 0001 | GARFIELD CHARTER TOWNSHIP | HSA | 505.78 |
| 09/18/2014 | GEN | 33166 | 0569 | GBS INC | SUPPLIES | 571.00 |
| 09/18/2014 | GEN | 33167 | 0903 | I.T. RIGHT | SERVERS | 4,200.00 |
| 09/18/2014 | GEN | 33168 | 0006 | ING | DEFERRED COMP | 1,752.00 |
| 09/18/2014 | GEN | 33169 | 0050 | INTEGRITY BUSINESS SOLUTIONS | SUPPLIES | 75.38 |
| 09/18/2014 | GEN | 33170 | 0434 | LAND INFORMATION ACCESS ASSOC | SERVICES | 205.00 |
| 09/18/2014 | GEN | 33171 | 0036 | SMITH HAUGHY RICE & ROEGGE | LEGAL | 2,376.08 |
| 09/18/2014 | GEN | 33172 | MISC | STATE OF MICHIGAN | MICHIGAN WATER USE REPORTING FEE | 400.00 |
| 09/18/2014 | GEN | 33173 | 0202 | UNITED WAY | UNITED WAY | 100.00 |
| 09/18/2014 | GEN | 33174 | 0142 | VERIZON | TELEPHONE | 216.79 |

GEN TOTALS:
 Total of 42 Checks: 29,554.02
 Less 0 Void Checks: 0.00
 Total of 42 Disbursements: 29,554.02



PH 231.946.5874

FAX 231.946.3703

www.gfa.tc

September 8, 2014

**SUMMARY OF AUGUST BILLINGS FOR
APPROVAL FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

1. Engineering services for utility review and construction services.

YMCA

| | | | |
|----------|-------|---------------------|--------|
| Project# | 13006 | Invoice No. 1300606 | 867.50 |
|----------|-------|---------------------|--------|

2. Engineering services for plan review and construction services.

Brookside Commons P.U.D. Sewer & Water Extension

| | | | |
|----------|-------|---------------------|--------|
| Project# | 13407 | Invoice No. 1340702 | 986.42 |
|----------|-------|---------------------|--------|

| | | |
|--|-----------------|----------|
| | I. Total | 1,853.92 |
|--|-----------------|----------|

II. Utility Receiving Fund

1. Engineering, survey and construction consulting services for

Pineview Drive Sanitary Sewer Extension.

| | | | |
|----------|-------|---------------------|--------|
| Project# | 13208 | Invoice No. 1320808 | 400.00 |
|----------|-------|---------------------|--------|

2. Engineering consulting services for the Township, municipal utilities.

| | | | |
|----------|--------|-----------------------|--------|
| Project# | 14029C | Invoice No. 140293011 | 460.00 |
|----------|--------|-----------------------|--------|

3. Engineering consulting services for NW Service District Water System Infrastructure

| | | | |
|----------|--------|----------------------|----------|
| Project# | 14029C | Invoice No. 14029312 | 1,840.00 |
|----------|--------|----------------------|----------|

4. Engineering, survey and construction consulting services for

Zimmerman Road Watermain Extension.

| | | | |
|----------|-------|---------------------|-----------|
| Project# | 14283 | Invoice No. 1428301 | 36,200.00 |
|----------|-------|---------------------|-----------|

| | | |
|--|-------------------|-----------|
| | III. Total | 38,900.00 |
|--|-------------------|-----------|

| | | |
|--|--------------------|--------------------|
| | GRAND TOTAL | \$40,753.92 |
|--|--------------------|--------------------|

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
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WWW.gourdiefraser.com

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

September 8, 2014
Project No: 13006
Invoice No: 1300606

Re: Y.M.C.A.

Services Performed: Plan review, construction observation, inspection, review record drawings and project close out for the water and sewer service lead.

Project Location: Southeast intersection of Wyatt and West Silver Lake Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Final Invoice

Professional Services from July 27, 2014 to August 31, 2014

Fee

| Billing Phase | Fee | Percent Complete | Earned | Previous Fee Billing | Current Fee Billing | |
|--|-----------------|------------------|-----------------|---------------------------|---------------------|-----------------|
| Plan Review | 650.00 | 100.00 | 650.00 | 650.00 | 0.00 | |
| Construction Observation/Inspection | 850.00 | 100.00 | 850.00 | 850.00 | 0.00 | |
| Close Out/Project Turnover | 687.50 | 100.00 | 687.50 | 220.00 | 467.50 | |
| Add'l Construction Observation/Inspect | 750.00 | 100.00 | 750.00 | 350.00 | 400.00 | |
| Total Fee | 2,937.50 | | 2,937.50 | 2,070.00 | 867.50 | |
| | | Total Fee | | | | 867.50 |
| | | | | Total this Invoice | | \$867.50 |

Invoice



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MR CHUCK KORN
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3848 VETERANS DR
TRAVERSE CITY, MI 49684

September 8, 2014
Project No: 13407
Invoice No: 1340702

Re: Brookside Commons P.U.D. Sewer and Water Extension

Services Performed: Plan review, construction observation, inspection and project close for the water main and sewer extension.

Project Location: Brookside Commons development at the NW intersection of Zimmerman and North Long Lake Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from July 27, 2014 to August 31, 2014

| Billing Phase | Fee | Percent Complete | Earned | Previous Fee Billing | Current Fee Billing | |
|-------------------------------------|----------|------------------|----------|----------------------|---------------------|---------------|
| Plan Review | 1,750.00 | 100.00 | 1,750.00 | 1,575.00 | 175.00 | |
| Additional Plan Review | 1,000.00 | 77.00 | 767.50 | 0.00 | 767.50 | |
| Construction Observation/Inspection | 1,750.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Project Turnover | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Fee | 5,000.00 | | 2,517.50 | 1,575.00 | 942.50 | |
| Total Fee | | | | | | 942.50 |

Reimbursable Expenses

| | | | | | | |
|----------------------------|-----------------------|--------------------------------|--|--|-------|-----------------|
| UNITED PARCEL SERVICE | | | | | | |
| 8/31/2014 | UNITED PARCEL SERVICE | MDEQ/BRIAN THRUSTON/FOR PERMIT | | | 43.92 | |
| Total Reimbursables | | | | | | 43.92 |
| Total this Invoice | | | | | | \$986.42 |

Invoice

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

September 8, 2014
 Project No: 13208
 Invoice No: 1320808

Re: Pineview Drive Sanitary Sewer Extension

Services Performed: Engineering, survey and construction consulting services for a topographic survey, preliminary and final design, construction administration, staking and observation for the extension of the existing 8" gravity sanitary sewer. The project will include installation of approximately 1,600 linear feet of sewer including appurtenances (manholes, services leads, etc.).

Project Location: South along Pineview and Cedar Valley Drive terminating at Veterans Drive, Garfield Township, Grand Traverse County, Michigan.

Final Invoice

Professional Services from May 25, 2014 to August 31, 2014

Fee

| Billing Phase | Fee | Percent Complete | Earned | Previous Fee Billing | Current Fee Billing |
|-----------------------------|------------------|------------------|---------------------------|----------------------|---------------------|
| Preliminary Design | 5,500.00 | 100.00 | 5,500.00 | 5,500.00 | 0.00 |
| Final Design | 3,500.00 | 100.00 | 3,500.00 | 3,500.00 | 0.00 |
| Bidding Services | 1,000.00 | 100.00 | 1,000.00 | 1,000.00 | 0.00 |
| Construction Administration | 700.00 | 100.00 | 700.00 | 700.00 | 0.00 |
| Construction Staking | 1,000.00 | 100.00 | 1,000.00 | 1,000.00 | 0.00 |
| Construction Observation | 5,800.00 | 100.00 | 5,800.00 | 5,800.00 | 0.00 |
| Closeout Services | 2,000.00 | 100.00 | 2,000.00 | 1,600.00 | 400.00 |
| Total Fee | 19,500.00 | | 19,500.00 | 19,100.00 | 400.00 |
| | | Total Fee | | | 400.00 |
| | | | Total this Invoice | | \$400.00 |

Invoice



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

September 8, 2014
Project No: 14029C
Invoice No: 14029311

Re: General Water & Sewer Infrastructure

Services Performed: Engineering and survey consulting services as detailed below.

Professional Services from July 27, 2014 to August 31, 2014

Phase ENG ENGINEERING
Professional Personnel

| | Hours | Amount |
|---|---------------------------|-----------------|
| Project Manager | | |
| HODGES, JENNIFER | 2.00 | |
| Cost estimate to extend utilities to 4772 Keystone. | | |
| HODGES, JENNIFER | 2.00 | |
| Lafranier Road Improvement - Meeting with City, Twp, and GTCRC regarding utility relocations | | |
| Totals | 4.00 | |
| Total Labor | | 460.00 |
| | Total this Phase | \$460.00 |
| | Total this Invoice | \$460.00 |

Invoice

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

September 8, 2014
Project No: 14029C
Invoice No: 14029312

Re: NW Service District Water System Improvements Project

Services Performed: Engineering and survey consulting services as detailed below.

Professional Services from July 27, 2014 to August 23, 2014

| Phase | WNTANK | NW TANK | Hours | Amount |
|-------------------------------|--------|---------|--|-------------------|
| Professional Personnel | | | | |
| Project Manager | | | | |
| | | | HODGES, JENNIFER | 2.00 |
| | | | Communication w/ Residents & MDEQ on Crown Pressure Issues | |
| | | | HODGES, JENNIFER | 4.00 |
| | | | Crown Pressure Issues - Review of BS #3 operation and adjustment to controls | |
| | | | HODGES, JENNIFER | 2.00 |
| | | | Crown Water Pressure Problems - Status update on BS#3 Adjustment & MDEQ discussion | |
| | | | HODGES, JENNIFER | 2.00 |
| | | | General Meeting with GTCRC to discuss Garfield Twp Overall Infrastructure | |
| | | | HODGES, JENNIFER | 4.00 |
| | | | MDEQ meeting - Discuss Capitol Improvmeents, Crown & BS #5 Pressure Issues | |
| | | | HODGES, JENNIFER | 2.00 |
| | | | Meeting w/City to discuss potential coordination of water projects. | |
| | | | Totals | 16.00 |
| | | | Total Labor | 1,840.00 |
| | | | Total this Phase | \$1,840.00 |
| | | | Total this Invoice | \$1,840.00 |

Invoice



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

September 8, 2014
Project No: 14283
Invoice No: 1428301

Re: Zimmerman Road Watermain Extension

Services Performed: Engineering, survey and construction services for design, site inspections, final plans, construction administration and close out for the extension of the existing 16" watermain along Zimmerman Road that currently terminates at Panorama Lane and extend to the north side of North Long Lake Road.

Professional Services from July 27, 2014 to August 31, 2014

Fee

| Billing Phase | Fee | Percent Complete | Earned | Previous Fee Billing | Current Fee Billing |
|-----------------------------|------------|------------------|------------------|---------------------------|---------------------|
| Preliminary Design | 16,000.00 | 100.00 | 16,000.00 | 0.00 | 16,000.00 |
| Final Design | 22,000.00 | 85.00 | 18,700.00 | 0.00 | 18,700.00 |
| Coordination / Negotiations | 3,000.00 | 50.00 | 1,500.00 | 0.00 | 1,500.00 |
| Construction Staking | 3,200.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Construction Observation | 43,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Construction Administration | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Close Out | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Fee | 105,200.00 | | 36,200.00 | 0.00 | 36,200.00 |
| | | | Total Fee | | 36,200.00 |
| | | | | Total this Invoice | \$36,200.00 |

MTT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor
As of: September 15, 2014

| Docket # | Parcel No(s) | Owner | Property Address | Year(s) in Contention | Assessor's Values | | | Petitioner's Values | | | Value Differences | | Status Notes |
|--------------|--------------|----------------------------------|-------------------------|-----------------------|-------------------|---------------|---------------|---------------------|-----------------|-----------------|--|--|--------------|
| | | | | | Assessed | Taxable | Assessed | Taxable | Assessed | Taxable | | | |
| 1 14-003393 | 004-027-00 | Physicians Realty Group LLC | 3537 W Front St | 2014 | \$ 2,748,500 | \$ 2,465,049 | \$ 2,000,000 | \$ 2,000,000 | \$ (748,500) | \$ (465,049) | 7/7/14 Found appeal on-line/answered | | |
| 2 14-003392 | 006-001-50 | Bay Meadows Family Golf LLC | 5550 Bay Meadows Dr | 2014 | \$ 457,900 | \$ 457,900 | \$ 125,000 | \$ 125,000 | \$ (332,900) | \$ (332,900) | 7/7/14 Found appeal on-line/answered | | |
| 3 14-005454 | 014-049-01 | Sears Holding Corp - K-Mart | 1712 S Garfield Ave | 2014 | \$ 1,130,400 | \$ 1,015,593 | \$ 600,000 | \$ 600,000 | \$ (530,400) | \$ (415,593) | 8/12/14 Answered new petition. 8/12/14 Left message. | | |
| 4 14-001422 | 014-049-10 | Sears Holding Corp - Sears | 1212 W South Airport Rd | 2014 | \$ 1,976,500 | \$ 1,522,341 | \$ 1,000,000 | \$ 1,000,000 | \$ (976,500) | \$ (522,341) | 6/3/14 Found appeals on-line 6/5/14 Answered petition. 8/12/14 Left message. | | |
| 5 14-004378 | 014-049-00 | DURGA LLC - Mail Stores | 1148 W So Airport Rd | 2014 | \$ 951,000 | \$ 951,000 | \$ 700,000 | \$ 700,000 | \$ (251,000) | \$ (251,000) | 8/12/14 Spoke w/owner representative. They are willing to stip to 50% of sale price, which is fair - \$18.51/sf. | | |
| | 014-049-02 | Big Lots | 1144 W So Airport Rd | 2014 | \$ 462,000 | \$ 462,000 | \$ 345,000 | \$ 345,000 | \$ (117,000) | \$ (117,000) | Sale price was \$3,100,000, so 50% is \$1,550,000 (stipulating to this) | | |
| | 014-049-03 | Mall Ofc & Frmr Chinese Buffet | 1146 W So Airport Rd | 2014 | \$ 101,500 | \$ 101,500 | \$ 75,000 | \$ 75,000 | \$ (26,500) | \$ (26,500) | | | |
| | 014-049-08 | Younker's | 1776 S Garfield Ave | 2014 | \$ 507,100 | \$ 507,100 | \$ 380,000 | \$ 380,000 | \$ (127,100) | \$ (127,100) | 9/12/14 Ship sent to MTT. | | |
| | | TOTALS: | | 2014 | \$ 2,021,600 | \$ 2,021,600 | \$ 1,500,000 | \$ 1,500,000 | \$ (521,600) | \$ (521,600) | | | |
| 6 14-002238 | 016-002-00 | Walgreen Company | 3900 N US 31 South | 2014 | \$ 1,337,700 | \$ 1,337,700 | \$ 877,700 | \$ 877,700 | \$ (460,000) | \$ (460,000) | 6/9/14 Found appeal on-line/answered. | | |
| 7 14-003334 | 019-002-10 | Green Hills Inc | 2400 East Crown Dr | 2014 | \$ 938,700 | \$ 937,463 | \$ 500,000 | \$ 500,000 | \$ (438,700) | \$ (437,463) | 6/25/14 Found appeal on-line/answered | | |
| 8 14-004442 | 019-002-20 | Hometown Hardware Inc | 2701 Zimmerman Rd | 2014 | \$ 394,400 | \$ 353,060 | \$ 150,000 | \$ 150,000 | \$ (244,400) | \$ (203,060) | 7/23/14 Answered petition | | |
| 9 455929 | 021-015-00 | Grand Traverse Mall LLC | 3200 W South Airport Rd | 2013 | \$ 29,511,400 | \$ 29,511,400 | \$ 11,385,000 | \$ 11,385,000 | \$ (18,126,400) | \$ (18,126,400) | *2012 Purchase for \$66,000,000 | | |
| | 021-015-70 | Grand Traverse Mall LLC | W South Airport Rd | 2014 | \$ 30,706,900 | \$ 29,983,582 | \$ 11,385,000 | \$ 11,385,000 | \$ (19,321,900) | \$ (18,598,582) | 9/8/14 Spoke w/Atty Gen'l re: Offer to settle for \$30m. He cannot accept, and will not counter at this point. He will file summary disposition on the uncapping issue to attempt to resolve that part first. | | |
| | | TOTALS: | | 2013 | \$ 75,900 | \$ 65,328 | \$ 15,000 | \$ 15,000 | \$ (60,900) | \$ (50,328) | | | |
| | | TOTALS: | | 2014 | \$ 29,575,700 | \$ 29,575,700 | \$ 11,400,000 | \$ 11,400,000 | \$ (18,175,700) | \$ (18,175,700) | | | |
| | | TOTALS: | | 2014 | \$ 30,782,800 | \$ 30,048,910 | \$ 11,400,000 | \$ 11,400,000 | \$ (19,382,800) | \$ (18,648,910) | | | |
| 10 14-004216 | 021-047-00 | Sam's Real Estate Business Trust | 2401 N US 31 South | 2014 | \$ 3,666,600 | \$ 3,414,552 | \$ 3,042,990 | \$ 3,042,990 | \$ (623,610) | \$ (371,562) | 7/23/14 Answered petition | | |
| 11 14-001344 | 022-009-30 | Emerald Creek Partners LLC | 2516 Crossing Cir | 2014 | \$ 3,047,800 | \$ 3,047,800 | \$ 2,400,000 | \$ 2,400,000 | \$ (647,800) | \$ (647,800) | 2013 Purchase for \$5,350,000 Valued at \$5,389,519 using Income Approach, but computer ignored and used Cost - clerical error.) 8/25/14 Stipulation signed & returned. Based on Listing at \$109,000 | | |
| | 022-009-35 | Emerald Creek Partners LLC | Crossing Cir | 2014 | \$ 170,400 | \$ 170,400 | \$ 100,000 | \$ 100,000 | \$ (70,400) | \$ (70,400) | | | |
| | | TOTALS: | | 2014 | \$ 3,218,200 | \$ 3,218,200 | \$ 2,500,000 | \$ 2,500,000 | \$ (718,200) | \$ (718,200) | | | |
| 12 14-003600 | 047-022-01 | Northwestern Bank | 1396 Douglas, Ste 22A | 2014 | \$ 86,500 | \$ 80,316 | \$ 29,000 | \$ 22,816 | \$ (57,500) | \$ (57,500) | 8/21/14 Offer accepted. | | |
| | 047-022-02 | Northwestern Bank | 1396 Douglas, Ste 22B | 2014 | \$ 105,500 | \$ 98,991 | \$ 59,500 | \$ 59,500 | \$ (27,000) | \$ (20,816) | Based on Listing at \$119,000 | | |
| | | TOTALS: | | 2014 | \$ 192,000 | \$ 179,307 | \$ 77,000 | \$ 64,307 | \$ (115,000) | \$ (115,000) | | | |
| 13 14-003664 | 148-001-00 | Community First Holdings | 1621 Keane Dr | 2014 | \$ 864,400 | \$ 864,400 | \$ 364,400 | \$ 364,400 | \$ (500,000) | \$ (500,000) | 7/7/14 Found appeal on-line/answered | | |

Charter Township of Garfield**Construction Update****September 18, 2014****Water Projects****Northwest Service District – Water System Improvements**

The overall need for the project is beginning with intentions for Brookside Development to start in the next couple months and pressure problems becoming exacerbated with the irrigation season. The acquisition of property is underway along with immediate installation of some utilities as other entities are doing work in areas where proposed watermain are planned. GFA is working on a schedule for the overall project with our goal to have piping, tank and booster station completed by December 2015.

Zimmerman Road

A preconstruction meeting was held August 28th. Based upon input and request from the school, the construction began September 9th. Elmer's successfully was able to install approximately 30 feet of watermain and encountered fiberoptic at depths ranging from 6 to 7 feet along the proposed route of our watermain within the limits of Panorama Lane to Heritage Way. The depth and location of this fiber restricted the ability to install the watermain with the short time constraints available. Much investigation, research and meetings have been held to determine the best method to work around this conflict. To date, this portion of watermain has been eliminated with intentions to install within a parallel easement Cherryland Electric retains and will be completed next year. Elmers has begun work again and intend on installing the remainder of the watermain from Heritage Way to North Long Lake Road as proposed. Intended completion date is October 8th with road work to follow. Final completion is still scheduled for November 1st.

Brookside

The proposed development is installing utilities along North Long Lake / Zimmerman Road that is consistent with locations the Township needs to install a parallel watermain. There is potential to coordinate work and cost savings to have utilities installed at same time. Both MDEQ permits have been issued for the development and GFA is working with WODA on negotiating pricing to extend the 16" watermain that was put in with the Zimmerman Road project.

Eaglehurst and Crown Development

Some of the residents are experiencing significant pressure fluctuations and low pressure as a direct result of significant system usage this summer. The proposed NW water project will alleviate these problems but is 18 months until completion. GFA has been working with the

DPW to perform some operation and control modifications at SilverPines Booster Station #3 and Herkner Booster Station #5 to reduce the occurrence.

To date, the modifications to Station #5 have been successful and eliminated the problem. The modifications to Station #3 helped but additional improvements are needed in the interim to increase pressures to the residents at the Crown. A meeting was held with the Crown Developer and the MDEQ and was the consensus that the problem needs immediate attention and cannot wait for the NW improvements. It is proposed to install a temporary booster station to serve those individuals. GFA is currently working on the design, permitting and construction with goal to have completed in December 2014.

General Utilities

Pineview Sewer Extension

Closeout for this project been completed.

Lafranier Road

GFA is working with the GTCRC with plan reviews, cost estimates with respect to the utility adjustments. The lowering of the hill will affect a 12" forcemain and 8" sewer and the primary 20" watermain that feeds the eastern side of Garfield Township. The Road Commission has advised GFA the project is intended to start next year and will be performing the bid letting only this fall.

Pump Station #3

DPW has been continuing to maintain this 25 year old station but is extreme need of pump replacements, electrical / instrumentation upgrades. The Township had pursued SAW Grant money to assist but was not selected during the lottery process. Cost estimates for the work have been provided to the Township for the rehabilitation.

Plan Reviews

YMCA

Closeout for this project been completed.

Buffalo Ridge

GFA is in receipt of plans / specs to review for permits.

Brookside

All MDEQ permits have been issued. Awaiting construction schedule



GRAND TRAVERSE METRO FIRE DEPARTMENT
From the Desk of ASSISTANT CHIEF TERRY FLYNN

5. b.

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtfire.org Email: Info@gtfire.org

GTMESA 2014 September Report

Incidents of Interest for the last 28 days-

1. Building Fire 5384 Brentwood (Blair Twp.)
2. Motor Home Fire West Silver Lake/Secor (Garfield Twp.)
3. Search and Rescue (SAR) Lost Person Lands End Rd (East Bay Twp.)
4. Vehicle accident w/injuries Logan's Landing (Garfield Twp.)
5. Vehicle accident w/injuries 876 Munson Ave. (East Bay Twp.)
6. Building Fire 993 Andrew Melissa Ln (Blair Twp.)
7. Vehicle accident w/injuries Garfield/Hammond (Garfield Twp.)
8. Vehicle accident w/injuries 16110 W. South Airport (Garfield Twp.)
9. Vehicle accident w/injuries 2600 US 31 S (Garfield Twp.)
10. Vehicle accident w/injuries Hammond/Three Mile Rd (East Bay Twp.)
11. Vehicle accident w/injuries Hammond/Hammond Hills Dr (East Bay Twp.)
12. Vehicle accident w/injuries South Airport/US 31 (Garfield Twp.)
13. Vehicle accident w/injuries South Airport /LaFranier (Garfield Twp.)
14. Vehicle accident w/injuries w/extrication Williamsburg Rd (Whitewater Twp.)
15. Vehicle Fire 962 Commerce Dr (Blair Twp.)
16. Vehicle accident w/injuries M72 /Lautner (Acme Twp.)
17. Vehicle accident w/injuries W.South Airport Rd (Garfield Twp.)

Mutual Aid/ Automatic Aid Given (YTD) 33 Aid Received (YTD) 5

| | | | |
|---------------|----|---------------|---|
| Traverse City | 3 | Blair | 1 |
| GT Rural | 21 | Traverse City | 2 |
| Paradise | 3 | GT Rural | 1 |
| Whitewater | 18 | Elk Rapids | 1 |
| Peninsula | 2 | | |
| Blair | 9 | | |

Total Calls 2014 YTD- 3256

Sta 11 -1249 Sta 1 -730 Sta 8- 522 Sta 9- 113 Sta 12- 642

2013 YTD- 3033

Sta 11- 1134 Sta 1- 710 Sta 8 – 496 Sta 9- 73 Sta 12- 620