

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, January 14, 2025 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

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 – December 5 and 9, 2024 Special Meetings
December 10, 2024 Regular Meeting
(Recommend Approval)

b. Bills -

- (i) General Fund \$217,708.49
(Recommend Approval)

- (ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,
Oversight & Closeout \$ 8,451.25
General Utilities 17,604.00
General 4,040.00
Park Funds / DNR Trust Fund 16,790.00
Special Assessment District (SAD) 712.50

Total \$47,597.75
(Recommend Approval)

- c. MTT Update (Receive and File)
 - d. Veteran's Exemptions Report (Receive and File)
 - e. Building Department 2024 Statement of Operations and Annual Report (Receive and File)
 - f. Zoning Department 2024 Activities (Receive and File)
4. **Items removed from the Consent Calendar**
5. **Correspondence**
6. **Reports**
- a. County Commissioner's Report
 - b. Sheriff's Report
 - c. GT Metro Fire Report
 - d. MMR Report
 - e. Planning Dept. Monthly Report for January
 - f. Parks & Recreation Report
 - g. Clerk's Report
 - h. Township Manager's Report
 - i. Supervisor's Report
 - January 2, 2025 letter from Gourdie-Fraser, Inc,
7. **Unfinished Business**
- a. Public Hearing – Consideration of Storm Water Control Ordinance No. 49, Amendment 1, Resolution 2025-01-T
 - b. Public Hearing – Consideration of Soil Erosion Ordinance No. 78, Resolution 2025-02-T
 - c. Discussion on water system
 - d. Discussion of the Township logo/website
8. **New Business**
- a. Consideration of adopting the Garfield Township organization chart
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.

CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
December 5, 2024

Supervisor J. McManus called the Special Town Board Meeting to order at the Garfield Township Hall on December 5, 2024 at 4:00pm.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Laurie Lapp, Chloe Macomber, Joe McManus, Lanie McManus and Denise Schmuckal

Staff Present: Chris Barsheff

1. Public Comment

None

2. Review and Approval of the Agenda

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

Yeas: Schmuckal, Lapp, Agostinelli, Macomber, L. McManus, J. McManus

3. Business to Come Before the Board

a. Discussion with Attorney – closed session

Schmuckal moved and Agostinelli seconded to go into closed session at 4:05pm to discuss Attorney letter.

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

Schmuckal moved and Agostinelli seconded to come out of closed session at 5:14pm.

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

Schmuckal moved and Agostinelli seconded to authorize and direct the Township's special legal counsel to prepare a revised proposed form of agreement with the City for water service to Long Lake Township, in consultation with the Township Supervisor, Township Manager and the Township Engineer.

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

- b. Continued discussion of 2025 Budget**
Board members continued their discussion of the 2025 Budget.
- c. Discussion of candidates for Trustee partial term position**
Board members chose (3) candidates to interview at the Township Board Special meeting on December 9, at 4: 00pm
- d. Consideration of appointing Joe McManus to the Grand Traverse County Board of Public Works, Resolution 2024-33-T**

Schmuckal moved and Macomber seconded to appoint Joe McManus to the Grand Traverse County Board of Public Works, Resolution 2024-33-T

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

- e. Discussion of 2025 Board Appointments by Committee**
Board discussed 2025 Board appointments

Schmuckal moved and Agostinelli seconded to appoint Joe McManus to fulfill the GT Metro Fire Board term through December 31, 2024

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

- f. Discussion of the 2025 Township Board Meeting Calendar**
Board discussed the 2025 meeting calendar

- 4. Public Comment:**
Lauren Flynn and Jennifer Graham commented.

- 5. Adjournment**
J. McManus adjourned the meeting at 6:37pm.

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

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD SPECIAL MEETING MINUTES
December 9, 2024**

ORDER OF BUSINESS

Call meeting to order

Supervisor Joe McManus called the Township Board Special Meeting to order on Monday, December 9, 2024, at 4:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Roll call of Board Members

Present: Molly Agostinelli, Laurie Lapp, Chloe Macomber, J. McManus, L. McManus and Denise Schmuckal

Also in Attendance: Township Manager Chris Barsheff

1. Public Comment (4:00)

There was no public comment

2. Review and approval of the Agenda – Conflict of Interest (4:01)

Agostinelli moved and Schmuckal seconded to approve the agenda with the additional of 3a.

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

3. Business to come before the Board (4:02)

a. Draft Support Letter to Traverse Connect

Schmuckal moved and Lapp seconded to send a letter of support to Traverse Connect

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

b. Interview candidates for Trustee partial-term position

The Trustees conducted 15 minute interviews of three candidates. The first candidate interviewed was former Garfield Township Supervisor, Chuck Korn. The second candidate interviewed was Kelly Fisher who is an owner and operator of a hair salon. The

third candidate interviewed was Jessica Brutzman who is a licensed real estate broker. Board discussed the knowledge, experience and commitment to the community of the candidates.

L McManus moved and Lapp seconded to appoint Chuck Korn as Trustee to fill the partial-term position on the Township Board

Yeas: L. McManus, Lapp, Agostinelli, Macomber, Schmuckal, J. McManus

Nays: None

4. **Public Comment (5:03)**

There was no public comment.

5. **Other Business**

Molly Agostinelli volunteered to meet with the Club Scouts to talk about running for an elected position.

6. **Adjournment (5:06)**

J. McManus adjourned the meeting at 5:05pm

Joe McManus, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
December 10, 2024

Supervisor McManus called the Town Board Meeting to order at the Garfield Township Hall on December 10, 2024 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Also in Attendance: Township Manager Chris Barsheff

1. Public Comment (6:00)

Ben Castiglione of Guilford Lane introduced himself as a candidate for the vacant Planning Commission seat

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

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

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

3. Consent Calendar (6:03)

a. Minutes

November 26, 2024 Regular Meeting
November 26, 2024 Study Session
(Recommend Approval)

b. Bills

General Fund \$410,809.75
(Recommend Approval)

c. Consideration of Contractor's Application for Corrected Final Payment from Elmer's for StoneRidge PRV (Recommend Approval)

d. Consideration of Birmley Meadows – Sanitary Sewer and Water Main Extension Close Out and Turnover Documents (Recommend Approval)

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

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

Nays: None

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

None

5. **Correspondence (6:04)**

Letter from Barsheff to Traverse Connect

6. **Reports**

a. **County Commissioner's Report (6:04)**

County Commissioner Brad Jewett reported that city will sever ties with the county for IT items soon. He added that the 2025 budget has been discussed and plans are to pass the budget on December 18th. He attended a study session regarding airport bonding and noted that the wage adjustment for County Commissioners was approved.

b. **Sheriff's Report (6:07)**

Lt. Roy Raska gave some statistics for November 2024 and said that an active shooter training was held at the Great Wolf Lodge. He added that deputies are busy with training, accidents, and fraud complaints.

c. **GT Metro Fire Report (6:11)**

Chief Paul Mackin recited statistics for the month of November 2024 and reviewed two fires in the area from November. He stated that the department recently streamlined the probation process for part-timers and that Jennifer Froelich, life and safety trainer, will be moving on. Metro is completing grants to replace ADD and LUCAS items and funds from recent vehicle sales totaling over \$500,000 will be earmarked for future apparatus purchases.

d. **Planning Department Monthly Report for December (6:19)**

Deputy Planner Stave Hannon stated that the planning department report was submitted in writing. He reviewed some of the recent decisions of the planning commission and added that he is working on a GIS streetlight map for the township.

e. **Parks and Recreation Report (6:22)**

The report was submitted in writing.

f. **Clerk's Report (6:22)**

L. McManus stated that her report was submitted in writing and the Clerk's office is wrapping up some year-end items.

g. **Township Manager's Report (6:23)**

Township Manager Chris Barsheff attended the MTA meeting at the airport and met with the MDOT manager and engineer. He also met with the MDEC contact for the state and the County Brownfield director. He is looking into township emails for board members and added that the

personnel committee needs to review a new sick time law taking effect in February and its effects on the township policies.

c. Supervisor's Report (6:31)

J. McManus stated that he attended a road commission meeting regarding utility work in preparation for the M-72 and M-22 roundabout. He added that he also attended a BPW meeting where candidates for the Director position were interviewed.

7. Unfinished Business

a. Public Hearing – Resolution 2024-28-T(a) to Establish Logan Valley Rd. & Racquet Club Dr. Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll (6:36)

Amy DeHaan spoke regarding the SAD and said that this proposed resolution would establish the district.

J. McManus opened the public hearing at 6:39pm and with no one wishing to speak, closed the public hearing.

Schmuckal moved and Korn seconded to adopt Resolution 2024-28-T(a) to Establish Logan Valley Rd. & Racquet Club Dr. Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll.

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

Nays: None

b. Public Hearing – Garfield Township Budgets for 2025 (General Fund, Fire Fund, Public Improvement Road Fund, Budget Stabilization Fund, Park System Fund, Street Light Fund, and Special Assessment District Fund) (6:40)

L. McManus noted one change in the budget since liability insurance came in higher than expected. Money was moved from contingency fund and the 2025 budget was changed accordingly.

J. McManus opened the public hearing at 6:42pm and with no one wishing to speak, closed the public hearing.

8. New Business

a. Consideration of approving GTMESA Payments to East Bay Township for Dorm Room Expansion at Station 9, Resolution 2024-30-T (6:43)

Barsheff gave board members an overview of the proposed expansion. Fire Chief Paul Mackin also talked about the expansion. Board members discussed how the expansion occurred without formal Metro Fire approval.

Schmuckal moved not to approve Resolution 2024-30-T. Agostinelli seconded the motion.

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

Nays: None

b. Consideration of Storm Water Control Ordinance No. 49, Amendment 1, Introduce and schedule Public Hearing for the January 14, 2025 Township Board meeting (7:10)

Zoning Administrator Mike Green stated that this amendment would remove references to Grand Traverse County as the principal for enforcement agency and assign the Garfield Township as the sole enforcement agency for the ordinance. Board members discussed several items they would like changed,

Schmuckal moved and Lapp seconded that Amendment 1 to Garfield Township Ordinance No. 49 be scheduled for public hearing for the January 14, 2025 Township Board Regular Meeting.

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

Nays: None

c. Consideration of Soil Erosion Ordinance No. 78, introduce and schedule Public Hearing for the January 14, 2025 Township Board meeting (7:16)

Green stated that this ordinance would allow the township to administer its own Soil Erosion and Sedimentation Control program. The ordinance was reviewed by the township attorney and EGLE.

Schmuckal Moved and Korn seconded that Garfield Township Ordinance No. 78 as attached to this report BE SCHEDULED for public hearing for the January 14, 2025 Township Board Regular Meeting.

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

Nays: None

d. Consideration of River East Recreation Area Playground curbing proposal (7:23)

Barsheff said the board approved a play structure and it was realized that a barrier between the underlayment and curbing was needed for the new playground. Parks staff received three bids and Parks Steward Sean Kehoe suggested awarding the bid to Game Time/Sinclair since they were installing the play structure.

Schmuckal moved and Macomber seconded to allow Township Manager Barsheff to sign a contract with Game Time/Sinclair for playground curbing in the amount of \$12,478.00.

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

Nays: None

e. Consideration of approving the Final ARPA Spending Plan and allocating \$358,483.72 to the Township's 2024 sheriff's contract (7:27)

Treasurer Macomber stated that to obligate ARPA money by the deadline, the money will be allocated to the 2024 sheriff's contract.

Schmuckal moved and Korn seconded to approve the Final ARPA Spending Plan and to approve allocating \$358,483.72 to the Township's 2024 Sheriff's contract.

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

Nays: None

f. Consideration of submitting an opinion to the Michigan Liquor Control Commission for the application from High Tops TC, LLC (7:28)

Barsheff stated that a liquor license was awarded to High Tops the license location was changed to Cherryland Center then the applicant looked at other alternatives. The applicant withdrew his application at the Planning Commission level at this time. This action is asking to add a dance and entertainment license and extended hours to the current license. Barsheff added that the township has the right to give an opinion on this license addition. Board members discussed the license application and asked Barsheff to conduct some research with the liquor control commission to determine what options the township has in the matter.

g. Consideration of Title Change for the annual Poverty Hardship Exemption Policy and Guidelines and approval of Resolution 2024-32-T (7:38)

Amy DeHaan suggested changing the name of the form so that it is not as derogatory.

Schmuckal moved and L. McManus seconded to rename the form "income based exemption policy."

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

Nays: None

Korn moved to approve Resolution 2024-32-T Adoption of 2025 Income-Based Exemption Policy. Macomber seconded the motion.

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

Nays: None

h. Consideration of Resolution 2024-34-T General Fund 2025 Budget (7:44)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-34-T General Fund 2025 Budget.

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

Nays: None

i. Consideration of Resolution 2024-35-T Fire Fund 2025 Budget (7:44)

Schmuckal moved and Macomber seconded to adopt Resolution 2024-35-T Fire Fund 2025 Budget.

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

Nays: None

j. Consideration of Resolution 2024-36-T Public Improvement Road Fund 2025 Budget (7:45)

Schmuckal moved and L. McManus seconded to adopt Resolution 2024-36-T Public Improvement Road Fund 2025 Budget.

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

Nays: None

k. Consideration of Resolution 2024-37-T Budget Stabilization Fund 2025 Budget (7:45)

Schmuckal moved and Korn seconded to adopt Resolution 2024-37-T Budget Stabilization Fund 2025 Budget.

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

Nays: None

l. Consideration of Resolution 2024-38-T DPW Fund 2025 Budget (7:46)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-38-T DPW Fund 2025 Budget.

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

Nays: None

- m. Consideration of Resolution 2024-39-T Park System Fund 2025 Budget (7:47)**
Schmuckal moved and Macomber seconded to adopt Resolution 2024-39-T Park System Fund 2025 Budget.
Yeas: Schmuckal, Macomber Agostinelli, Korn, Lapp, L. McManus, J. McManus
Nays: None
- n. Consideration of Resolution 2024-40-T Street Light Fund 2025 Budget (7:48)**
Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-40-T Street Light Fund 2025 Budget

Yeas: Schmuckal, Agostinelli, L. McManus, Korn, Lapp, Macomber, J. McManus
Nays: None
- o. Consideration of Resolution 2024-41-T Special Assessment District Fund 2025 Budget (7:49)**
Schmuckal moved and L. McManus seconded to adopt Resolution 2024-41-T Special Assessment District Fund 2025 Budget.

Yeas: Schmuckal, L. McManus, Korn, Lapp, Agostinelli, Macomber, J. McManus
Nays: None
- p. Consideration of Resolution 2024-42-T Clerk’s Salary (7:50)**
Schmuckal moved and Macomber seconded to adopt Resolution 2024-42-T Clerk’s Salary.

Yeas: Schmuckal, Macomber, L. McManus, Korn, Lapp, Agostinelli, J. McManus
Nays: None
- q. Consideration of Resolution 2024-43-T Treasurer’s Salary (7:51)**
Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-43-T Treasurer’s Salary

Yeas: Schmuckal, Agostinelli, Macomber, L. McManus, Korn, Lapp, J. McManus
Nays: None
- r. Consideration of Resolution 2024-44-T Supervisor’s Salary (7:51)**
Schmuckal moved and Macomber seconded to approve Resolution 2024-44-T Supervisor’s Salary.

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

Nays: None

s. Consideration of Resolution 2024-45-T Township Trustee’s Salary (7:52)

Schmuckal moved and Korn seconded to adopt Resolution 2024-45-T Township Trustee’s Salary.

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

Nays: None

t. Consideration of Resolution 2024-46-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act (7:52)

Schmuckal moved and Korn seconded to adopt Resolution 2024-46-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act.

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

Nays: None

u. Consideration of the Township’s liability insurance renewal plan (7:52)

L. McManus reviewed the liability insurance quote with board members.

Schmuckal moved and Korn seconded to accept the bid from par Plan for the 2025 Township Liability insurance in the amount of \$26,752.00.

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

Nays: None

v. Consideration of 2025 Board Appointments (7:54)

Cara Eule was recommended by Planner John Sych for the vacant seat on the Planning Commission.

Laurie Lapp will serve on the Joint Recreation Authority.

Joe McManus and Chuck Korn will serve on the GT Metro Board with Chloe Macomber and Denise Schmuckal as alternates.

Ben Castiglione will serve on the ZBA as alternate #1 and Kelly Fisher will serve as alternate #2.

Larry LaCross will serve on the Board of Review.

Jessica Brutzman will be appointed to the Parks and Rec Commission.

Molly Agostinelli will serve on the Joint Planning Commission. Macomber and Lapp will serve on the Personnel Committee.

Macomber will serve on Building and Grounds.

Lapp will serve on the Ethics Committee and be the TTCl alternate with Chuck Korn as the principal.

Schmuckal moved and Lapp seconded to approve the above board and committee appointments for the 2025 year.

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

Nays: None

**w. 2025 Township Board Meeting Dates (8:11)
November 11th changed to November 4th.**

Schmuckal moved and Macomber seconded to approve the 2025 Township Board Meeting Dates noting that the meeting scheduled for November 11, 2025 will be moved to November 4, 2025.

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

Nays: None

9. Public Comment: (8:12)

None

10. Other Business (8:12)

Attendance at Rotary meetings was discussed. Barsheff will attend for now.

Agostinelli moved and Schmuckal seconded to place Korn on the GT Metro Board effective immediately.

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

11. Adjournment

J. McManus adjourned the meeting 8:18pm.

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

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2024-28-T(a)

RESOLUTION TO ESTABLISH LOGAN VALLEY RD & RACQUET CLUB DR
ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT AND
ORDER PREPARATION OF SPECIAL ASSESSMENT ROLL

WHEREAS, the Township Board of the Charter Township of Garfield received Petitions signed by more than 50 percent of the total area of the proposed special assessment district described hereinafter, and accordingly, determined to proceed under the provisions of PA 188 of 1954, as amended, to secure plans and estimates of costs together with a proposed special assessment district for assessing the costs of an approved method for Logan Valley Rd & Racquet Club Rd Road Improvement and to schedule a public hearing upon the same for this date, and

WHEREAS, the plans, estimates of cost and proposed special assessment district were filed with the township clerk for public examination and notice of the within hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the township clerk, and

WHEREAS, in accordance with the aforesaid notices, a hearing was scheduled and held on this, the 10th day of December, 2024, commencing at 6:00 p.m., and all persons were given the opportunity to be heard in the matter, and

WHEREAS, as a result of the foregoing, the township board believes the project to be in the best interests of the township and of the district proposed to be established therefore;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby determine that creation of the Logan Valley Rd & Racquet Club Dr Road Improvement Special Assessment District is necessary for the health and welfare of those doing business within the project area.
2. That this Township Board does hereby approve the plans for the road improvements as prepared and presented by the Grand Traverse County Road Commission's registered engineer and his/her estimate of costs for the completion thereof, plus the Township's cost of administration, of **\$462,446**.
3. That this Township Board does hereby create, determine and define a special assessment district to be known as Ridge View Ct Resurfacing Special Assessment District within which the costs of such improvements shall be assessed according to benefits, the following described area within said township:

All lands included in Logan Place West subdivision, and part of the Southeast quarter of the Southeast quarter of Section 15, commencing at the Northwest corner of the Logan Place West subdivision, said point

being at the intersection of the Northwest corner of Racquet Club Drive and the South right-of-way line of West South Airport Rd, for the point of beginning; thence Westerly along the South right-of-way line of West South Airport Road the following courses: North 89 degrees 49 minutes 15 seconds West, 2 feet; thence North 00 degrees 10 minutes 45 seconds East, 35 feet; thence South 89 degrees 39 minutes 59 second West, 278 feet; thence 47.92 feet along a 322.18 foot radius curve to the right with a central angle of 14 degrees 07 minutes 09 seconds and chord bearing North 55 degrees 27 minutes 23 seconds West; thence 112.51 feet along a 1055.63 foot radius curve to the right with a central angle of 06 degrees 06 minutes 24 seconds and chord bearing North 84 degrees 40 minutes 37 seconds West; thence North 81 degrees 37 minutes 31 seconds East, 223.78 feet; thence 22.84 feet along a 3769.72 foot radius curve to the left with central angle of 00 degrees 20 minutes 50 seconds and chord bearing North 81 degrees 47 minutes 56 seconds West, thence South 11 degrees 15 minutes 04 seconds East 64.83 feet; thence South 78 degrees 44 minutes 56 second West 20 feet; thence South 10 degrees 42 minutes 24 seconds West 276.60 feet; thence South 09 degrees 23 minutes 43 seconds West 230.51 feet; thence South 38 degrees 20 minutes 28 seconds East, 56.16 feet; thence North 81 degrees 19 minutes 50 seconds West, 86.12 feet; thence South 23 degrees 00 minutes 09 seconds East, 16.43 feet; thence South 36 degrees 56 minutes 09 seconds East, 366 feet; thence South 31 degrees 30 minutes 09 seconds West 130 feet; thence South 22 degrees 59 minutes 53 seconds East 140.6 feet; thence North 39 degrees 02 minutes 26 seconds East, 207.25 feet; thence North 22 degrees 23 minutes 50 seconds East, 158.43 feet; thence North 66 degrees East along the South border of Logan Place West subdivision to the West right-of-way line of Logan Valley Rd; thence North 23 degrees 59 minutes 38 seconds East 90 feet; thence following the North right-of-way line of Logan Valley Rd Northeasterly to the West right-of-way line of Racquet Club Dr and following said West right-of-way line of Racquet Club Dr Northeasterly to the point of beginning, all in Section 15, Town 27 North, Range 11 West.

4. That the Grand Traverse County Road Commission has committed to paying for the total cost of the construction engineering (\$91,363), and the Township Board, in an effort to encourage this type of citizen involvement, has committed to paying for one-quarter of the total cost (\$115,611.41) of the improvement. Therefore, the estimated cost to the property owners will be \$255,471.09 – or an estimated average of \$21,289.26, for each of the 12 owners.
5. That on the basis of the foregoing, this Township Board does hereby direct the supervisor and assessing officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been

completed, the supervisor or assessing officer shall affix thereto his/her certificate a statement that it was made pursuant to this resolution and that in making such assessment roll, he/she has, according to his/her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.

6. That all resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Moved: Denise Schmuckal

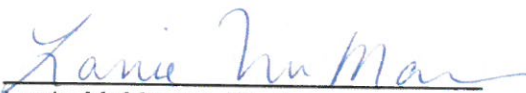
Supported: Chuck Korn

Ayes: Schmuckal, Korn, Agostinelli, L. McManus, Lapp, Macomber, J. McManus

Nays: None

Absent and Excused: None

RESOLUTION 2024-28-T(a) DECLARED

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 10th day of December, 2024.

Dated: 12-11-2024


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION 2024-32-T

ADOPTION OF 2025 INCOME-BASED EXEMPTION POLICY

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to annually adopt guidelines for such exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Garfield, Grand Traverse County, adopts the following 2025 Income-based Exemption Policy (attached) for the Supervisor and Board of Review to implement.

The rules and regulations shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of, and occupy as a homestead, the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review (Exhibit "A"), accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. Or, if applicant is not required to file income taxes, complete and file with the Supervisor or Board of Review the Poverty Exemption Affidavit (Michigan Dept of Treasury form 4988 (Exhibit "B")).
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested, if requested.
- 5) Annually complete an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (from 5739 – Exhibit "C").
- 6) Meet Garfield Township's Income Guidelines, as stated in the attached Income-based Exemption Rules, Regulations and Asset Test (Exhibit "D").
- 7) Meet additional eligibility requirements as determined by the Township Board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and 2025 Garfield Township Income-based Exemption guidelines in granting or denying an exemption. If the Board of Review denies an Income-based Exemption reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

The foregoing resolution offered by Board Member Chuck Korn and supported by Board Member Chloe Macomber.

Upon roll call vote, the following voted:

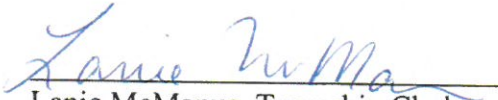
Yeas: Korn, Macomber, Lapp, L. McManus, Agostinelli, Schmuckal, J. McManus

Nays: None

Abstain: None

Absent and Excused: None

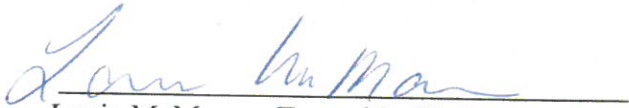
The Chairman declared the motion carried, and Resolution 2024-32-T duly adopted.


Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on December 10, 2024, at which meeting (7) seven members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: 12-11-2024


Lanie McManus, Township Clerk

CHARTER TOWNSHIP OF GARFIELD
INCOME-BASED EXEMPTION POLICY

The Charter Township of Garfield Board of Review will accept and evaluate applications for a principal residence (homestead) property tax exemption based on the taxpayer's inability to pay (income-level), pursuant to PA 390, 1994 (MCL 211.7u) and Garfield Township Board Resolution #2024-32-T. The applicant shall comply with the following as part of the application (attached):

- Be an owner of, and occupant of, the principal residence for which an exemption is requested.
- Complete an application (Exhibit "A") annually with the Township for a current year poverty exemption request and submit it to the Garfield Township Board of Review AFTER January 1 but before the Thursday prior to the last day of the Board of Review (by law, this is the 2nd Tuesday in December).
- Federal and state income tax returns for all persons residing in the principal residence INCLUDING the Michigan homestead property tax credit claim form, proof of ownership of the homestead (*if requested by the Township*) for the preceding calendar tax year MUST be provided to the Board of Review prior to its poverty exemption determination for the current tax year. If applicant is not required to file income taxes, the Poverty Exemption Affidavit (Michigan Dept. of Treasury form 4988) MUST be completed, signed and attached to the application (Exhibit "B").
- Produce a valid drivers' license or other form of official identification, if requested.
- Annually complete Michigan Department of Treasury form 5739, Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (Exhibit "C").

The Board of Review will objectively evaluate Income-based Exemptions applications utilizing all available information, including statements, under oath by the applicant upon appearance before the Board of Review. An applicant must apply for a poverty exemption on an annual basis.

In order to qualify for the poverty exemption, an applicant must satisfy a two-part test:

Part One requires the applicant household to satisfy the Garfield Township income guidelines, which are updated annually by Township Board resolution, through its review of the Federal Poverty Guidelines of the US Department of Health and Human Services, incorporated by reference in the attached Income-based Exemption Rules, Regulations and Asset Test (Exhibit "D").

Part Two requires the applicant to satisfy an Asset Test based upon the total amount of household assets. An applicant may qualify for the Income-based exemption provided the applicant has no more than \$20,500 in total aggregate household assets as listed in the attached Income-based Exemption Rules, Regulations and Asset Test.

In the event the applicant meets the foregoing two-part test, as well as all of the general guidelines of Township Board Resolution 2024-32-T and PA 390 of 1994, the applicant shall be exempted from all property taxes for the tax year in question by the Board of Review. If the Board of Review denies a Income-based Exemption reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

Adopted: December 10, 2024

Effective immediately. This policy and procedures are in force and effect until amended by the Charter Township of Garfield Township Board by resolution.

**Charter Township of Garfield
Income-based Exemption
Rules, Regulations and Asset Test**

EXHIBIT D

<p>Income-based Exemption Information: MCL 211.7u (1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. [Excerpt]</p>																																		
<p>Test 1: Income-based Exemption Guidelines</p>																																		
<p>What's involved:</p>	<p>"Table 1" How much INCOME a person can receive per year and be eligible for the Income-based Exemption</p>																																	
<p>What the Law says:</p>	<table border="1"> <thead> <tr> <th colspan="2">2024 Federal Poverty Income Guidelines</th> <th>Garfield Township</th> </tr> <tr> <th>Size of Family/ Household</th> <th>Maximum Total Income</th> <th>Income Guidelines for 2025 Income- based Exemptions *</th> </tr> </thead> <tbody> <tr><td>1</td><td>\$15,060</td><td>\$17,846</td></tr> <tr><td>2</td><td>\$20,440</td><td>\$24,221</td></tr> <tr><td>3</td><td>\$25,820</td><td>\$30,597</td></tr> <tr><td>4</td><td>\$31,200</td><td>\$36,972</td></tr> <tr><td>5</td><td>\$36,580</td><td>\$43,347</td></tr> <tr><td>6</td><td>\$41,960</td><td>\$49,723</td></tr> <tr><td>7</td><td>\$47,340</td><td>\$56,098</td></tr> <tr><td>8</td><td>\$52,720</td><td>\$62,473</td></tr> <tr><td>each additional person:</td><td>\$5,380</td><td>\$6,375</td></tr> </tbody> </table> <p>* Garfield Township's income limits are based on census data of the Median Household Income (2022 US Census Bureau estimate for Grand Traverse County of \$69,393 divided by 2.41 (number of people per household) = \$28,794 Avg Income per person x 60% (low income guidelines for housing in Grand Traverse County)</p> <p>Note: The township board can adopt maximum income levels higher than the federal poverty guidelines. A township board can make it easier for a person to be eligible for the Income-based exemption, but it cannot make it harder (by adopting lower income levels).</p>	2024 Federal Poverty Income Guidelines		Garfield Township	Size of Family/ Household	Maximum Total Income	Income Guidelines for 2025 Income- based Exemptions *	1	\$15,060	\$17,846	2	\$20,440	\$24,221	3	\$25,820	\$30,597	4	\$31,200	\$36,972	5	\$36,580	\$43,347	6	\$41,960	\$49,723	7	\$47,340	\$56,098	8	\$52,720	\$62,473	each additional person:	\$5,380	\$6,375
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<p>"Table 2" Things of Value that a person can own and still be granted an Income-based Exemption</p>	<p>"Table 3" Things of Value that the BOR can consider to decide what percent exemption to grant</p>																																	
<p>The law protects the applicant's residence. The home, or up to a specified amount of equity in the home, is not considered in determining the percent of the exemption the applicant may receive.</p>	<p>Every township must adopt an asset test, but no specific test is mandated by law. The township board should set a <u>maximum asset amount</u> - in other words, a total value of assets that will likely result in receiving a 0% exemption. This can either be a dollar amount or a percentage of total income.</p> <p>Based on the assets listed on an Income-based exemption application, the Board of Review may grant the applicant a 0% or 100% exemption.</p> <p>----- A township can consider the homestead property tax credit that the applicant is eligible for to calculate the percentage of Income-based exemption to be granted. ----- MCL 211.7u(5): "The board of review shall follow the policy and guidelines of the local assessment unit in granting or denying an exemption under this section .</p>																																	
<p>In Garfield Township, in the event the applicant meets the requirements of the two-part test, as well as all of the general guidelines of the annual Township Board Resolution and PA 390 of 1994, the applicant shall be exempted from all property taxes for the year in question by the Board of Review.</p>																																		

Charter Township of Garfield
Income-based Exemption
Rules, Regulations and Asset Test

EXHIBIT D	
Test 1: Income-based Exemption Guidelines	Test 2: Asset Test (if the applicant meets the Income-based Guidelines)
<p>Examples:</p> <p>According to the US Census Bureau, "income" includes:</p> <ul style="list-style-type: none"> * Money, wages and salaries before any deductions * Net receipts from nonfarm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for self-employment. * Net receipts from farm self-employment. (With the same provisions as above for self-employment.) * Regular payments from social security, railroad retirement, unemployment, workers' compensation, veterans' payments and public assistance. * Alimony, child support, and military family allotments. * Private pensions, government pensions, and regular insurance or annuity payments. * College or university scholarships, grants, fellowships, and assistantships. * Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings. 	<p>The township may allow a person to own other things, besides the home, and still receive an Income-based exemption.</p> <p>Garfield Township, in addition to the principal residence, allows an applicant to own:</p> <ul style="list-style-type: none"> * Savings, checking accounts, stocks, bonds or other liquid accounts with a combined balance or value of \$6,000 or less. * One vehicle for each household member of driving age. * Tools and other household furnishings, equipment and clothes. * One recreational vehicle or boat with a market value of \$10,000 or less. * Jewelry of a value less than \$2,000, not including wedding and engagement rings. * Coin collections, firearm collections, stamp collections, rock collections, or similar collections, where the value of each collection does not exceed \$2,500. * The TOTAL value of these assets cannot exceed \$20,500.
<p>A township may ask applicants to list all of the following types of assets to apply for an Income-based exemption (list is not exhaustive):</p> <ul style="list-style-type: none"> * A second home * Land * Vehicles * Recreational vehicles (campers, motor homes, boats, ATVs, etc.) * Buildings other than residence. * Equity in the residence above a specified amount. * Jewelry * Antiques * Artwork * Equipment * Other personal property of value. * Bank accounts over a specific amount. * Stocks * Money received from sale of property such as stocks, bonds, a house or a car unless a person is in the business of selling such property. * Withdrawals of bank deposits and borrowed money. * Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance pymnts. * Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. * Federal noncash benefit programs such as Medicare, Medicaid, food stamps, & school lunches. 	

CHARTER TOWNSHIP OF GARFIELD

2025 GENERAL FUND BUDGET - RESOLUTION 2024-34-T

WHEREAS, a hearing was held on December 10, 2024 on the General Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 General Fund Budget of the Charter Township of Garfield of \$5,469,707 revenues and \$5,469,707 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2024-34-T, adopting the 2025 General Fund Budget of \$5,469,707 revenues and \$5,469,707 expenditures as appropriated.

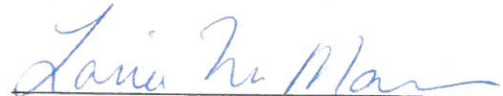
Roll call vote:

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

Nays: None

Absent and excused: None

The Chairman declared the motion carried and Resolution 2024-34-T adopted this 10th day of December, 2024.



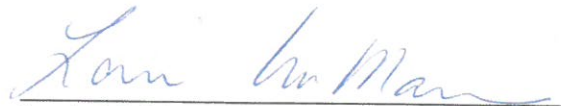
Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-34-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024

Date



Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 FIRE FUND BUDGET - RESOLUTION 2024-35-T

WHEREAS, a hearing was held on December 10, 2024 on the Fire Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Fire Fund Budget of the Charter Township of Garfield of \$3,368,013 revenues and \$3,368,013 expenditures be approved.

Moved: Denise Schmuckal

Supported: Chloe Macomber

to approve Resolution 2024-35-T, adopting the 2025 Fire Fund Budget of \$3,368,013 revenues and \$3,368,013 expenditures as appropriated.

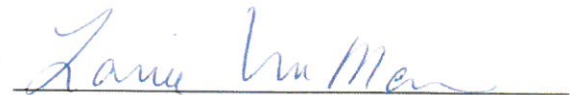
Roll call vote: Schmuckal, Macomber, Korn, Lapp, Agostinelli, L. McManus, J. McManus

Yeas: None

Nays: None

Absent and excused: None


The Chairman declared the motion carried and Resolution 2024-35-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-35-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 PUBLIC IMPROVEMENT ROAD FUND BUDGET - RESOLUTION 2024-36-T

WHEREAS, a hearing was held on December 10, 2024 on the Public Improvement Road Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Public Improvement Road Fund Budget of the Charter Township of Garfield of \$300,000 revenues and \$300,000 expenditures be approved.

Moved: Denise Schmuckal

Supported: Lanie McManus

to approve Resolution 2024-36-T, adopting the 2025 Public Improvement Road Fund Budget of \$300,000 revenues and \$300,000 expenditures as appropriated.

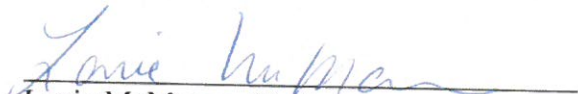
Roll call vote: Schmuckal, L. McManus, Agostinelli, Korn, Lapp, Macomber, J. McManus

Yeas: None

Nays: None

Absent and excused: None


The Chairman declared the motion carried and Resolution 2024-36-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-36-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 BUDGET STABILIZATION FUND BUDGET - RESOLUTION 2024-37-T

WHEREAS, a hearing was held on December 10, 2024 on the Budget Stabilization Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Budget Stabilization Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved: Denise Schmuckal

Supported: Chuck Korn

to approve Resolution 2024-37-T, adopting the 2025 Budget Stabilization Fund Budget of \$ 0.00 revenues and \$ 0.00 expenditures as appropriated.

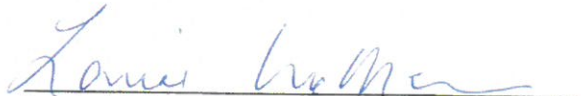
Roll call vote: Schmuckal, Korn, Macomber, Lapp, Agostinelli, L. McManus, J. McManus

Yeas: None

Nays: None

Absent and excused: None

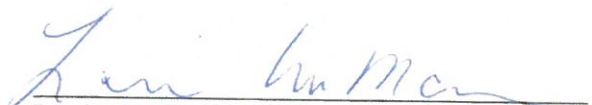
The Chairman declared the motion carried and Resolution 2024-37-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-37-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 DPW FUND BUDGET - RESOLUTION 2024-38-T

WHEREAS, a hearing was held on December 10, 2024 on the DPW Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 DPW Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2024-38-T, adopting the 2025 DPW Fund Budget of \$ 0.00 revenues and \$0.00 expenditures as appropriated.

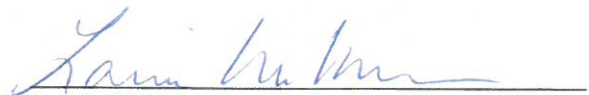
Roll call vote: Schmuckal, Agostinelli, Macomber, Korn, Lapp, L. McManus, J. McManus

Yeas: None

Nays: None

Absent and excused: None


The Chairman declared the motion carried and Resolution 2024-38-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-38-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 PARK SYSTEM FUND BUDGET - RESOLUTION 2024-39-T

WHEREAS, a hearing was held on December 10, 2024 on the Park System Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Park System Fund Budget of the Charter Township of Garfield of \$751,284.81 revenues and \$751,284.81 expenditures be approved.

Moved: Denise Schmuckal

Supported: Chloe Macomber

to approve Resolution 2024-39-T, adopting the 2025 Park System Fund Budget of \$751,284.81 revenues and \$751,284.81 expenditures as appropriated.

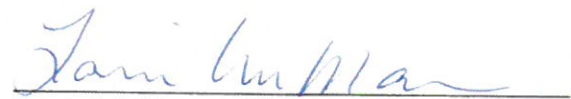
Roll call vote: Schmuckal, Macomber, Korn, Lapp, L. McManus, Agostinelli, J. McManus

Yeas: None

Nays: None

Absent and excused: None

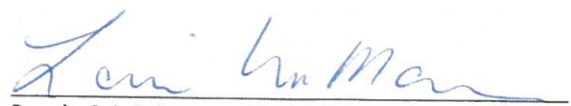
The Chairman declared the motion carried and Resolution 2024-39-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-39-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 STREET LIGHT FUND BUDGET - RESOLUTION 2024-40-T

WHEREAS, a hearing was held on December 10, 2024 on the Street Light Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Street Light Fund Budget of the Charter Township of Garfield of \$31,791.48 revenues and \$31,791.48 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2024-40-T, adopting the 2025 Street Light Fund Budget of \$31,791.48 revenues and \$31,791.48 expenditures as appropriated.


Roll call vote: Schmuckal, Agostinelli, L. McManus, Korn, Lapp, Macomber, J. McManus

Yeas: None

Nays: None

Absent and excused: None

The Chairman declared the motion carried and Resolution 2024-40-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-40-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2025 SPECIAL ASSESSMENT DISTRICT FUND BUDGET - RESOLUTION 2024-41-T

WHEREAS, a hearing was held on December 10, 2024 on the Special Assessment District Fund Budget for the fiscal year 2025 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2025 Special Assessment District Fund Budget of the Charter Township of Garfield of \$2,895.55 revenues and \$2,895.55 expenditures be approved.

Moved: Denise Schmuckal

Supported: Lanie McManus

to approve Resolution 2024-41-T, adopting the 2025 Special Assessment District Fund Budget of \$2,895.55 revenues and \$2,895.55 expenditures as appropriated.

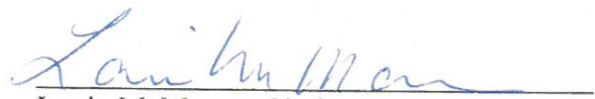
Roll call vote:

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

Nays: None

Absent and excused: None

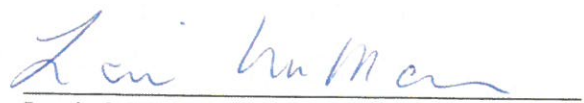
The Chairman declared the motion carried and Resolution 2024-41-T adopted this 10th day of December, 2024.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2024-41-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

12-11-2024
Date


Lanie McManus, Clerk

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

RESOLUTION #2024-42-T

RESOLUTION ADOPTING TOWNSHIP CLERK'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Clerk is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2025, the salary of the office of Township Clerk shall be as follows: \$98,470.84.

Moved: Denise Schmuckal

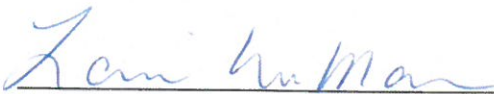
Supported: Chloe Macomber

Ayes: Schmuckal, Macomber, Lapp, Agostinelli, Korn, L. McManus,
J. McManus

Nays: None

Absent and Excused: None


RESOLUTION 2024-42-T DECLARED ADOPTED.

By: 
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

Dated: 12-11-2024


Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2024-43-T

RESOLUTION ADOPTING TOWNSHIP TREASURER'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Treasurer is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2025, the salary of the office of Township Treasurer shall be as follows: \$98,470.84.

Moved: Denise Schmuckal

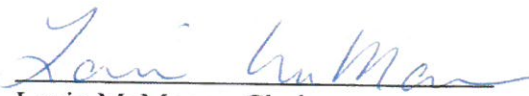
Supported: Molly Agostinelli

Ayes: Schmuckal, Agostinelli, Korn, L. McManus, Macomber, Lapp,
J. McManus

Nays: None

Absent and Excused: None


RESOLUTION 2024-43-T DECLARED ADOPTED.

By: 
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

Dated: 12-11-2024


Lanie McManus, Clerk
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2024-44-T

RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2025, the salary of the office of Township Supervisor shall be as follows: \$22,810.

Moved: Denise Schmuckal

Supported: Chloe Macomber


Ayes: Schmuckal, Macomber, Agostinelli, Lapp, Korn, L. McManus,
J. McManus

Nays: None

Absent and Excused: None

RESOLUTION 2024-44-T DECLARED ADOPTED.

By:



Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

Dated:

12-11-2024


Lanie McManus, Clerk
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION 2024-45-T

RESOLUTION ADOPTING TOWNSHIP TRUSTEE'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2025, the salary of the office of Trustee shall be as follows:

Monthly Stipend - \$425.00 per month. Town Board Meeting - \$250 per meeting. Meetings assigned by the Supervisor and approved by the Town Board including Personnel, Planning Commission, Joint Recreational Authority, Fire Board, Parks and Recreation Commission, Building Committee, Elections Committee, Ethics Committee, Law Enforcement Committee, Special Board Meetings, Town Board Study Sessions, and Zoning Board of Appeals Meetings - \$125. Subcommittees recommending to Boards, Educational, Informational non-decision-making meetings for the benefit of the Township - \$60.00. All day Training or Classes - \$100.00.

Moved: Denise Schmuckal

Supported: Chuck Korn

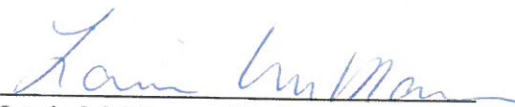
Ayes: Schmuckal, Korn, Macomber, L. McManus, Lapp, Agostinelli,
J. McManus

Nays: None

Absent and Excused: None

RESOLUTION DECLARED ADOPTED.

By:



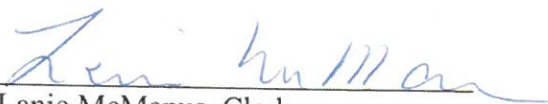
Lanie McManus, Clerk
Charter Township of Garfield

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 10th day of December, 2024

Dated:

12-11-2024



Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2024-46-T

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – "Hard Caps" Option – limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 – "80%/20%" Option – limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 – "Exemption" Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Charter Township of Garfield Board of Trustees has decided to adopt the annual Exemption Option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED that Board of Trustees of the Charter Township of Garfield elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption Option for the medical benefit plan coverage year January 1, 2025 through December 31, 2025.

Moved: Denise Schmuckal

Supported: Chuck Korn

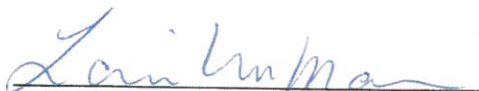
Ayes: Schmuckal, Korn, Agostinelli, Lapp, Macomber, L. McManus,
J. McManus

Nays: None

Absent and Excused: None

RESOLUTION 2024-46-T DECLARED ADOPTED.

By:



Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution 2024-46-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of December, 2024.

Dated:

12-11-2024

Lanie McManus

Lanie McManus, Clerk
Charter Township of Garfield

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/10/2024	GEN	42961	APEX SOFTWARE	MAINTENANCE RENEWAL 2026	101-228-955.000	780.00
12/10/2024	GEN	42962	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	296.53
		42962		ELECTRIC	101-265-920.603	1,005.76
		42962		ELECTRIC	101-448-920.005	750.37
						<u>2,052.66</u>
12/10/2024	GEN	42963	CHERRYLAND ELECTRIC COOP.	ELECTRIC	208-000-805.000	210.97
12/10/2024	GEN	42964	CONSUMERS ENERGY	103033456148	101-448-920.005	3,306.33
12/10/2024	GEN	42965	CONSUMERS ENERGY	100000311801	101-000-084.861	1,686.08
		42965		100000311801	101-448-920.005	2,602.61
						<u>4,288.69</u>
12/10/2024	GEN	42966	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	1,424.54
12/10/2024	GEN	42967	GFL ENVIRONMENTAL	002149436	208-000-805.000	582.57
12/10/2024	GEN	42968	GFL ENVIRONMENTAL	002114259	101-265-935.604	137.53
12/10/2024	GEN	42969	GMOSER'S SEPTIC SERVICE, INC	TOILET RENTAL RIVER EAST	208-000-805.000	540.00
12/10/2024	GEN	42970	GRAND TRAVERSE COUNTY	ELECTION CODING	101-262-935.010	5,098.00
12/10/2024	GEN	42971	GRAND TRAVERSE COUNTY DPW	5590511	101-265-920.602	153.22
12/10/2024	GEN	42972	GRAND TRAVERSE COUNTY DPW	5105021	208-000-805.000	148.67
12/10/2024	GEN	42973	GRANITE TELECOMMUNICATIONS	04652347	101-265-850.000	312.43
12/10/2024	GEN	42974	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.09
12/10/2024	GEN	42975	HI-TECH SYSTEM SERVICE, INC	TEHCARE	101-228-955.000	5,180.00
		42975		LAPTOPS	101-900-970.003	8,122.48
						<u>13,302.48</u>
12/10/2024	GEN	42976	INTEGRITY BUSINESS SOLUTIONS	CLIPS, PAPER, PENS	101-101-726.000	70.35
12/10/2024	GEN	42977	LANDGREEN LAWNCARE	SNOWBLOWING	208-000-805.000	567.00
12/10/2024	GEN	42978	LINGO	PHONES	101-265-850.000	87.67
12/10/2024	GEN	42979	OLSON & HOWARD, P.C.	MGR POSITION	101-101-801.002	486.00
		42979		GFT V JOHNSON	101-704-801.000	58.00
						<u>544.00</u>
12/10/2024	GEN	42980	SPECTRUM ENTERPRISE	INTERNET	101-228-955.001	159.98
12/10/2024	GEN	42981	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	754.95

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/19/2024	GEN	42993	ACCIDENT FUND OF MICHIGAN	WORKMAN'S COMP 2025	101-851-712.002	16,176.00
12/19/2024	GEN	42994	ESRI	2025 GIS	101-228-955.000	1,610.00
12/19/2024	GEN	42995	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE DENTAL / LIFE	101-101-711.030	290.10
		42995		EMPLOYEE DENTAL / LIFE	101-172-711.030	61.45
		42995		EMPLOYEE DENTAL / LIFE	101-215-711.030	155.47
		42995		EMPLOYEE DENTAL / LIFE	101-253-711.030	330.04
		42995		EMPLOYEE DENTAL / LIFE	101-257-711.030	345.10
		42995		EMPLOYEE DENTAL / LIFE	101-371-711.030	165.02
		42995		EMPLOYEE DENTAL / LIFE	101-701-711.030	162.45
		42995		EMPLOYEE DENTAL / LIFE	101-702-711.030	303.60
						<u>1,813.23</u>
12/30/2024	GEN	42996	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	130.25
		42996		CONTRACTED SVCS	101-707-805.000	110.00
						<u>240.25</u>
12/30/2024	GEN	42997	ANNE WENDLING	CONTRACTED SVCS	208-000-805.000	55.00
12/30/2024	GEN	42998	CHUCK KORN	MILEAGE	101-171-860.200	263.04
12/30/2024	GEN	42999	CONSUMERS ENERGY	10304397273	208-000-805.000	37.46
12/30/2024	GEN	43000	CONSUMERS ENERGY	100018131597	101-448-920.005	29.64
12/30/2024	GEN	43001	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
12/30/2024	GEN	43002	CONTEMPORARY CLEANING	CONTRACTED SVCS	208-000-805.000	450.00
12/30/2024	GEN	43003	FIFTH THIRD BANK	1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-101-726.000	53.30
		43003		1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-172-726.000	43.30
		43003		1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-215-960.000	69.33
		43003		1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-257-726.000	19.03
		43003		1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-265-726.003	68.00
		43003		1319 - EDUCATION/ROCK SALT/CABLES/BUSINESS C	101-701-726.000	25.94
		43003		DUES	101-701-965.000	535.00
						<u>813.90</u>
12/30/2024	GEN	43004	FIFTH THIRD BANK	DOG WASTE BAGS	208-000-935.000	535.54
12/30/2024	GEN	43005	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	1,424.54
		43005		HSA	101-101-711.030	9,600.00
		43005		HSA	101-172-711.030	6,400.00
		43005		HSA	101-215-711.030	9,600.00
		43005		HSA	101-253-711.030	12,800.00
		43005		HSA	101-257-711.030	16,000.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		43005		HSA	101-371-711.030	12,800.00
		43005		HSA	101-701-711.030	9,600.00
		43005		HSA	101-702-711.030	12,800.00
						<u>91,024.54</u>
12/30/2024	GEN	43006	GOVERNMENT FORMS & SUPPLIES	W2'S	101-101-726.000	103.40
12/30/2024	GEN	43007	GRAND TRAVERSE SUPPLY, LLC	TOILET TISSUE / TOWELING	101-265-726.003	153.00
12/30/2024	GEN	43008	HOME DEPOT CREDIT SERVICES	BUCKET/LID/SNOW SHOVEL/SNOW BRUSH/LIGHT BULB	208-000-935.000	169.73
12/30/2024	GEN	43009	INTEGRITY BUSINESS SOLUTIONS	PAPER / SOAP	101-101-726.000	185.74
12/30/2024	GEN	43010	LINGO	PHONES	101-265-850.000	87.67
12/30/2024	GEN	43011	SUPERFLEET	GAS	101-321-862.000	173.35
12/30/2024	GEN	43012	TRAVERSE CITY FLEET REPAIR	OIL CHANGE / SCAN AND CHECK LIGHTS F-250	101-321-863.000	81.03
		43012		OIL CHANGE / SCAN AND CHECK LIGHTS F-250	101-321-864.000	472.20
						<u>553.23</u>
12/30/2024	GEN	43013	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		43013		00105171-8	101-448-920.005	59.10
						<u>725.84</u>
12/30/2024	GEN	43014	UNITED WAY	UNITED WAY	101-000-238.000	180.00
12/30/2024	GEN	43015	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	3,370.00
01/09/2025	GEN	43016	BATTERIES PLUS OF TRAVERSE CITY	CFL 10522	101-265-726.003	24.20
01/09/2025	GEN	43017	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	290.96
		43017		ELECTRIC	101-265-920.603	356.12
		43017		ELECTRIC	101-448-920.005	717.57
						<u>1,364.65</u>
01/09/2025	GEN	43018	CONSUMERS ENERGY	103033456148	101-448-920.005	3,318.05
01/09/2025	GEN	43019	CONSUMERS ENERGY	100000311801	101-000-084.861	1,686.08
		43019		100000311801	101-448-920.005	2,559.54
						<u>4,245.62</u>
01/09/2025	GEN	43020	DTE ENERGY	910020833257	101-265-920.601	60.35
01/09/2025	GEN	43021	DTE ENERGY	910020833133	101-265-920.601	1,771.82
01/09/2025	GEN	43022	ENGINEERED PROTECTION SYS.	2.1-4.30.2025 SVC PLAN	101-265-957.000	486.00
01/09/2025	GEN	43023	FIFTH THIRD BANK	3406 -SUPPLIES / ADOBE SUBSCRIPTIONS	101-101-965.101	1,437.78

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		43023		3406 -SUPPLIES / ADOBE SUBSCEPTIONS	101-253-726.000	48.70
						<u>1,486.48</u>
01/09/2025	GEN	43024	GFL ENVIRONMENTAL	002114258	208-000-805.000	621.65
01/09/2025	GEN	43025	GFL ENVIRONMENTAL	002114259	101-265-935.604	144.91
01/09/2025	GEN	43026	GRAND TRAVERSE COUNTY DPW	5590511	208-000-805.000	17.00
01/09/2025	GEN	43027	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	148.67
01/09/2025	GEN	43028	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.24
01/09/2025	GEN	43029	HALLAHAN & ASSOCIATES, P.C.	SAMS	101-257-805.000	137.70
01/09/2025	GEN	43030	KCI	PP STATEMENTS	101-257-726.001	3.44
		43030		PP STATEMENTS	101-257-900.000	548.74
						<u>552.18</u>
01/09/2025	GEN	43031	LANDGREEN LAWCARE	PARKS SNOW REMOVAL	208-000-805.000	5,852.00
01/09/2025	GEN	43032	NMCOA TREASURER	MEMBERSHIP - B. GUTIERREZ	101-371-965.000	125.00
01/09/2025	GEN	43033	OLSON & HOWARD, P.C.	EITZEN	101-101-801.002	534.00
		43033		JOHNSON	101-704-801.000	252.00
						<u>786.00</u>
01/09/2025	GEN	43034	PREMIER OUTDOORS OF TRAVERSE CITY	SNOW REMOVAL	101-265-935.601	1,460.00
01/09/2025	GEN	43035	STATE OF MICHIGAN	BOILER INSPECTION	101-265-935.608	450.00
01/09/2025	GEN	43036	T-MOBILE	PHONES	101-265-850.000	60.77
				TOTAL - ALL FUNDS	TOTAL OF 76 CHECKS	217,708.49
---	GL TOTALS	---				
101-000-084.861			DUE FROM #861 STREET LIGHTS			4,626.39
101-000-231.000			DEFERRED COMP			6,790.00
101-000-231.001			AFLAC			436.82
101-000-237.000			HSA (FORMERLY FLEX)			2,849.08
101-000-238.000			UNITED WAY			360.00
101-101-711.030			BENEFITS			13,591.58
101-101-726.000			SUPPLIES			722.30
101-101-726.001			POSTAGE			516.00
101-101-726.002			SUPPLIES - COPIER MAINTENANCE			465.32
101-101-801.002			LEGAL SERVICES - TOWNBOARD			1,020.00
101-101-805.000			CONTRACTED AND OTHER SERVICES			130.25
101-101-900.000			PRINTING & PUBLISHING			1,367.23
101-101-901.000			ADVERTISING			754.95
101-101-960.000			EDUCATION & TRAINING			47.00
101-101-965.101			DUES & PUBLICATIONS -TOWNBOAR			1,437.78
101-171-711.030			BENEFITS			155.05
101-171-860.200			MILEAGE - SUPERVISOR			263.04

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-172-711.030			BENEFITS			8,616.64
101-172-726.000			SUPPLIES			43.30
101-215-711.030			BENEFITS			13,038.85
101-215-960.000			EDUCATION & TRAINING			69.33
101-228-955.000			COMPUTER SUPPORT SYSTEMS			10,312.00
101-228-955.001			COMPUTER NETWORK			159.98
101-253-711.030			BENEFITS			17,510.31
101-253-726.000			SUPPLIES			48.70
101-253-726.001			POSTAGE			33.72
101-253-900.000			PRINTING & PUBLISHING			2,976.42
101-257-711.030			BENEFITS			20,875.16
101-257-726.000			SUPPLIES			19.03
101-257-726.001			POSTAGE			3.44
101-257-805.000			CONTRACTED AND OTHER SERVICES			137.70
101-257-900.000			PRINTING & PUBLISHING			548.74
101-262-935.010			MACHINE MAINTENANCE			5,098.00
101-265-726.003			SUPPLIES-MAINTENANCE			245.20
101-265-850.000			TELEPHONE			1,780.87
101-265-920.601			HEATING / GAS			1,832.17
101-265-920.602			WATER / SEWER			301.89
101-265-920.603			LIGHTS BUILDING			1,361.88
101-265-935.601			SNOW PLOWING			1,460.00
101-265-935.603			CLEANING SERVICE			1,350.00
101-265-935.604			RUBBISH REMOVAL			282.44
101-265-935.608			MAINTENANCE-OTHER			450.00
101-265-957.000			ELECTRONIC PROTECTION SYSTEM			486.00
101-321-862.000			GAS & CAR WASHES			173.35
101-321-863.000			OIL CHANGES			81.03
101-321-864.000			MISCELLANEOUS			472.20
101-371-711.030			BENEFITS			14,690.75
101-371-965.000			DUES & PUBLICATIONS			125.00
101-448-920.005			STREET LIGHTS TOWNSHIP			13,343.21
101-701-711.030			BENEFITS			11,333.05
101-701-726.000			SUPPLIES			25.94
101-701-965.000			DUES & PUBLICATIONS			535.00
101-702-711.030			BENEFITS			17,464.13
101-704-801.000			LEGAL SERVICES			310.00
101-704-901.000			ADVERTISING			168.95
101-707-805.000			CONTRACTED AND OTHER SERVICES			110.00
101-707-901.000			ADVERTISING			195.25
101-851-712.002			INSURANCE - WORKMENS COMP.			16,176.00
101-900-970.003			CAPITAL OUTLAY - COMPUTERS			8,122.48
208-000-805.000			CONTRACTED AND OTHER SERVICES			9,082.32
208-000-935.000			MAINTENANCE - MISC, EQUIP			705.27
TOTAL						217,708.49



December 18, 2024

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

I. Developer's Escrow Fund

A. Storm Water Reviews

1. Engineering consulting services for storm water plan review. M. Brothers Northern, LLC / Marengo 31, Escrow No. 214.862 Project# 21276 2127603	810.00
2. Engineering consulting services for storm water plan review. French Manor LaFranier, Escrow No. 214.836 Project# 24248 2424802	231.25
3. Engineering consulting services for storm water plan review. Midwest Airproducts, Escrow No. 214.837 Project# 24257 2425701	881.25
4. Engineering consulting services for storm water plan review. Precision Plumbing & Heating Systems, Escrow No. 214.803 Project# 24266 2426602	168.75
5. Engineering consulting services for storm water plan review. Historic Barns Park, Grand Traverse Commons, Barn 206, Escrow No. 214.810 Project# 24275 2427502	67.50
6. Engineering consulting services for storm water plan review. Resurrection Life Church Building Addition, Escrow No. 214.801 Project# 24292 2429201	1,797.50
7. Engineering consulting services for storm water plan review. HIC #32, Car Detailing & Long Term Parking, Escrow No. 214.825 Project# 24297 2429701	491.25
8. Engineering consulting services for storm water plan review. Renew It Group, TC Showroom/Warehouse, Escrow No. 214.821 Project# 24300 2430001	1,128.75
Total A	5,576.25

B. Utility Plan Review, Oversight & Closeout

1. Engineering plan review and overall capacity evaluation, construction services, project turnover. Britten, Inc. New Building, Escrow# 214.823 Project# 22243 Invoice No. 2224311	1,125.00
2. Engineering plan review, construction services, project turnover. Evergreen TC, Residential Housing Development Project# 23296 Invoice No. 2329603	1,750.00
Total B	2,875.00

Total Developer's Escrow Fund 8,451.25

II. General Utilities

1. Engineering consulting services. NW Service District Water System Improvements (Water Storage Tank) Project# 16037 Invoice No. 1603724	15,729.00
2. Engineering and survey services for design, topo survey, bidding, construction services, project turnover Stone Ridge PRV Replacement Project# 21066 Invoice No. 2106612	1,875.00
Total Utility Receiving Fund	17,604.00

III. General

1. Engineering services for water contract review and data compilation for submission to legal counsel. Water Contract Project# 24029C Invoice No. 24029312	3,680.00
2. Engineering services for sanitary sewer and multi user agreement. Blair Township Project# 24029C Invoice No. 24029311	360.00
Total Park Funds / DNR Trust Fund	4,040.00

IV. Park Funds / DNR Trust Fund

2. Engineering design, survey, permitting, bidding, and construction services. South Airport and Barlow Road, Trail Extensions Project# 24070 Invoice No. 2407003	16,790.00
Total Park Funds / DNR Trust Fund	16,790.00

V. Special Assessment District (SAD)

1. Engineering and survey services for design, permitting and construction engineering for sewer extension Racquet Club Drive Road Reconstruction, Special Assessment District (SAD) Project# 24029C Invoice No. 24029313	712.50
Total Park Funds / SAD Fund	712.50

GRAND TOTAL \$47,597.75

Invoice

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CHRIS BARSHEFF
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 21276
Invoice No: 2127603

Re: M. Brothers Northern, LLC/Marengo 31, Storm Water Review, Escrow #214.862

Services Performed: Engineering Services for storm water review including a fourth review of modified plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of approval.

Professional Services from September 15, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	6.00	135.00	810.00	
Totals	6.00		810.00	
Total Labor				810.00
				Total this Invoice
				\$810.00

Billings to Date

	Current	Prior	Total
Labor	810.00	2,065.00	2,875.00
Totals	810.00	2,065.00	2,875.00



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CHRIS BARSHEFF
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December 18, 2024
Project No: 24248
Invoice No: 2424802

Re: French Manor LaFranier, Storm Water Review, Escrow No. 214.836

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include supplemental review of changes made, communication with applicant / engineer, correspondence letter and acceptance letter. Services include multiple submittal changes and review.

Project Location: 3090 Lafranier Road, Traverse City, MI 49686

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	135.00	101.25	
Project Specialist	1.00	130.00	130.00	
Totals	1.75		231.25	
Total Labor				231.25
		Total this Invoice		\$231.25

Billings to Date

	Current	Prior	Total
Labor	231.25	2,575.00	2,806.25
Totals	231.25	2,575.00	2,806.25

Invoice

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CHRIS BARSHEFF
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December 18, 2024
Project No: 24257
Invoice No: 2425701

Re: Midwest Airproducts, Storm Water Review, Escrow No. 214.837

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include review, communication with applicant / engineer, and initial review with changes and corrections noted.

Project Location: 281 Hughes Dr., Traverse City, MI 49686

Professional Services from October 27, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	135.00	101.25	
Project Specialist	.50	130.00	65.00	
Design Engineer	6.50	110.00	715.00	
Totals	7.75		881.25	
Total Labor				881.25
		Total this Invoice		\$881.25

Billings to Date

	Current	Prior	Total
Labor	881.25	0.00	881.25
Totals	881.25	0.00	881.25

Invoice

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CHRIS BARSHEFF
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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24266
Invoice No: 2426602

Re: Precision Plumbing & Heating Systems, Storm Water Review, Escrow No. 214.803

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final and approval.

Project Location: 13233 Cass Road, Traverse City

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	1.25	135.00	168.75	
Totals	1.25		168.75	
Total Labor				168.75
		Total this Invoice		\$168.75

Billings to Date

	Current	Prior	Total
Labor	168.75	1,255.00	1,423.75
Totals	168.75	1,255.00	1,423.75

Invoice

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CHRIS BARSHEFF
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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24275
Invoice No: 2427502

Re: Historic Barns Park, Grand Traverse Commons, Barn 206, Storm Water Review, Escrow No. 214.810
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final review and approval with changes noted.

Project Location: 1500 Red Drive, Traverse City
Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.50	135.00	67.50	
Totals	.50		67.50	
Total Labor				67.50
				Total this Invoice \$67.50

Billings to Date

	Current	Prior	Total
Labor	67.50	691.25	758.75
Totals	67.50	691.25	758.75



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CHRIS BARSHEFF
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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24292
Invoice No: 2429201

Re: Resurrection Life Church Building Addition, Storm Water Review, Escrow No. 214.801
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer, site visit to evaluate conditions and correspondence letter of approval with conditions noted.

Project Location: 2586 Crossing Circle, Traverse City
Professional Services from November 03, 2024 to December 14, 2024
Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	8.50	135.00	1,147.50	
Project Specialist	5.00	130.00	650.00	
Totals	13.50		1,797.50	
Total Labor				1,797.50
		Total this Invoice		\$1,797.50

Billings to Date

	Current	Prior	Total
Labor	1,797.50	0.00	1,797.50
Totals	1,797.50	0.00	1,797.50

Invoice

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CHRIS BARSHEFF
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December 18, 2024
Project No: 24297
Invoice No: 2429701

Re: HIC #32, Car Detailing & Long Term Parking, Storm Water Review, Escrow No. 214.825

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include review, communication with applicant / engineer, correspondence letter and initial review letter with corrections and changed identified.

Project Location: 1407 Industry Drive, Traverse City, MI 49696
Professional Services from October 24, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	135.00	101.25	
Project Specialist	3.00	130.00	390.00	
Totals	3.75		491.25	
Total Labor				491.25
		Total this Invoice		\$491.25

Billings to Date

	Current	Prior	Total
Labor	491.25	0.00	491.25
Totals	491.25	0.00	491.25



Invoice

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CHRIS BARSHEFF
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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24300
Invoice No: 2430001

Re: Renew It Group, TC Showroom/Warehouse, Storm Water Review, Escrow No. 214.821

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of approval.

Project Location: 302 N. US 31 South, Grawn, MI 49685

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	.75	135.00	101.25	
Project Specialist	.50	130.00	65.00	
Design Engineer	8.75	110.00	962.50	
Totals	10.00		1,128.75	
Total Labor				1,128.75
				Total this Invoice \$1,128.75

Billings to Date

	Current	Prior	Total
Labor	1,128.75	0.00	1,128.75
Totals	1,128.75	0.00	1,128.75



Invoice

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CHRIS BARSHEFF
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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 22243
Invoice No: 2224311

Re: Manufacturing Development, Britten Inc., Water / Sewer Extension, Escrow# 701-000-214.823

Services Performed: Engineering and construction services for plan review, construction oversight and project close out for the water main and sanitary sewer extension to service the manufacturing development along Cass Road, includes two 38,400 SFT production / storage buildings.

Additional Services:

AS#1 - Construction observation and engineering services as detailed in Additional Escrow Letter. Estimated \$20,500.

AS#2 - Construction observation, watermain testing and walk through with DPW as detailed in Additional Escrow Letter dated 01/16/24. Estimated \$1,500.

Project Location: 2182 & 2200 Cass Road, Traverse City

Professional Services from March 17, 2024 to December 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	12,750.00	100.00	12,750.00	12,750.00	0.00
AS#1 Construction Observation & Testing	20,500.00	100.00	20,500.00	20,500.00	0.00
AS#2 Const. Obs., Testing, Walk Through	1,500.00	100.00	1,500.00	1,500.00	0.00
Project Closeout & Turnover	1,500.00	100.00	1,500.00	375.00	1,125.00
Total Fee	39,750.00		39,750.00	38,625.00	1,125.00
Total Fee					1,125.00
Total this Invoice					\$1,125.00

Invoice

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CHRIS BARSHEFF
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December 18, 2024
 Project No: 23296
 Invoice No: 2329603

Re Evergreen TC, Residential Housing Development, Long Lake Township, Water Extension Review

Services Performed:
 A.1 Plan review of overall capacity evaluation to determine impact to existing water and ability to service, includes Act 399 permit assistance for the water main.
 A.2 Full time construction observation for watermain, testing and walk through with DPW.
 A.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North US-31 South, Traverse City

Professional Services from September 15, 2024 to December 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A.1 Water Plan Review	3,500.00	100.00	3,500.00	1,750.00	1,750.00
A.2 Construction Observation	32,500.00	0.00	0.00	0.00	0.00
A.3 Project Turnover	2,750.00	0.00	0.00	0.00	0.00
Total Fee	38,750.00		3,500.00	1,750.00	1,750.00
Total Fee					1,750.00
Total this Invoice					\$1,750.00

Invoice

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CHRIS BARSHEFF
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 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

December 18, 2024
 Project No: 16037
 Invoice No: 1603724

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 water main extension.

Additional Services:

- 01/17/18 Heritage Estates entrance reconstruction.

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

Professional Services from May 26, 2024 to December 14, 2024

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	25,000.00	0.00
Topographic Survey	5,000.00	100.00	5,000.00	5,000.00	0.00
Bidding	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Staking	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Administration	10,000.00	100.00	10,000.00	10,000.00	0.00
Construction Inspection	25,000.00	100.00	25,000.00	25,000.00	0.00
Record Drawings/Close Out	3,500.00	100.00	3,500.00	3,500.00	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	100.00	10,000.00	10,000.00	0.00
Final Design/Permitting	50,000.00	100.00	50,000.00	50,000.00	0.00
Topographic Survey	15,000.00	100.00	15,000.00	15,000.00	0.00
Bidding	6,500.00	100.00	6,500.00	6,500.00	0.00
Construction Staking	20,000.00	100.00	20,000.00	20,000.00	0.00
Construction Administration	25,000.00	100.00	25,000.00	25,000.00	0.00
Construction Inspection	120,000.00	100.00	120,000.00	120,000.00	0.00

Project	16037	GARFIELD/FD,BID,STK,CA,CM/HARRIS-CEDAR R				Invoice	1603724
Record Drawings/Close Out	9,500.00	100.00	9,500.00	9,500.00		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	100.00	25,000.00	25,000.00		0.00	
Final Design/Permitting	69,100.00	50.00	34,550.00	28,331.00		6,219.00	
Topographic Survey	15,000.00	100.00	15,000.00	4,950.00		10,050.00	
Bidding	6,850.00	0.00	0.00	450.00		-450.00	
Construction Staking	5,000.00	0.00	0.00	90.00		-90.00	
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	
	0.00	0.00	0.00	0.00		0.00	
HERITAGE EST. ENTRANCE RECONSTRUCTION SAD	0.00	0.00	0.00	0.00		0.00	
Preliminary Design	500.00	100.00	500.00	500.00		0.00	
Final Design	500.00	100.00	500.00	500.00		0.00	
Bidding	250.00	100.00	250.00	250.00		0.00	
Construction Inspection	3,700.00	100.00	3,700.00	3,700.00		0.00	
Construction Staking	1,800.00	100.00	1,800.00	1,800.00		0.00	
Construction Administration	750.00	100.00	750.00	750.00		0.00	
Closeout Services	500.00	100.00	500.00	500.00		0.00	
Total Fee	535,300.00		432,050.00	416,321.00		15,729.00	
			Total Fee			15,729.00	
				Total this Invoice		\$15,729.00	

Invoice

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CHRIS BARSHEFF
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

December 18, 2024
 Project No: 21066
 Invoice No: 2106612

Re: Stone Ridge PRV Replacement

Services Performed: Professional engineering services for a topographic survey, preliminary design, final design, bidding, construction administration, construction staking, construction observation, project close out and turn over as detailed in proposal letter dated March 3, 2021.

Professional Services from November 03, 2024 to December 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	5,250.00	100.00	5,250.00	5,250.00	0.00
Preliminary Design	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design	14,350.00	100.00	14,350.00	14,350.00	0.00
Bidding Services	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Administration	9,850.00	100.00	9,850.00	9,850.00	0.00
Construction Staking	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation	12,350.00	100.00	12,350.00	12,350.00	0.00
Project Closeout and Turnover	2,500.00	100.00	2,500.00	625.00	1,875.00
Total Fee	64,300.00		64,300.00	62,425.00	1,875.00
		Total Fee			1,875.00
				Total this Invoice	\$1,875.00

Invoice

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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24029C
Invoice No: 24029312

Re: Water Contract Issues

Services Performed: Engineering services related to review, data compilation per City of Traverse City's request of 2018 to current permits and meetings with Garfield Township staff, legal counsel and EGLE related to water contract items including capacity, usage and permit.

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	18.00	180.00	3,240.00	
Design Engineer	4.00	110.00	440.00	
Totals	22.00		3,680.00	
Total Labor				3,680.00
		Total this Invoice		\$3,680.00

Invoice

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TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24029C
Invoice No: 24029311

Re: Blair Township Sanitary Sewer and Multi User Agreement

Services Performed: Engineering services related to force main cleaning project completed by Blair Township including coordination of efforts with Garfield Township and Grand Traverse County DPW. Services include meetings, record drawing and operation review of their pump station, discussion with Blair Township DPW, Wade Trim and supervisor on process, issues and potential remedies to improve their capacity. Review of their existing contract, discharge rate and impact on Garfield Pump Station #6.

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	2.00	180.00	360.00	
Totals	2.00		360.00	
Total Labor				360.00
		Total this Invoice		\$360.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
melanie@gfa.tc Pay By Credit Card:
Traverse City, MI 49684

CHRIS BARSHEFF
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24070
Invoice No: 2407003

Re: South Airport and Barlow Road, Trail Extensions

Services Performed: Civil engineering, survey and construction services to complete a boundary and topographic survey, utility research, engineering plan development, permitting support, meetings, final plan set, bidding, construction administration, staking and layout, inspection and oversight and close out as detailed in in proposal letter dated April 9, 2024.

Professional Services from May 19, 2024 to December 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Survey Services	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design & Permitting	36,500.00	66.00	24,090.00	7,300.00	16,790.00
Bidding	2,500.00	0.00	0.00	0.00	0.00
Construction Administration	6,250.00	0.00	0.00	0.00	0.00
Construction Staking/Layout	5,000.00	0.00	0.00	0.00	0.00
Construction Inspection & Oversight	27,500.00	0.00	0.00	0.00	0.00
Close Out	5,000.00	0.00	0.00	0.00	0.00
Total Fee	95,250.00		36,590.00	19,800.00	16,790.00
		Total Fee			16,790.00
				Total this Invoice	\$16,790.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
melanie@gfa.tc Pay By Credit Card:
Traverse City, MI 49684

CHRIS BARSHEFF
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

December 18, 2024
Project No: 24029C
Invoice No: 24029313

Re: Racquet Club Drive Road Reconstruction, Special Assessment District (SAD)

Services Performed: Engineering services for research and cost estimate for reconstruction per the request of the assessor and township supervisor to assist with SAD process.

Professional Services from November 03, 2024 to December 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Manager	4.75	150.00	712.50	
Totals	4.75		712.50	
Total Labor				712.50
		Total this Invoice		\$712.50

MTT Update
Prepared for Gerfield Twp Board

Docket #	Parcel No(s)	Owner	Property Address	Year(s) In Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL		
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage Loss	MIETRO Millage Loss	
1	24-001173	WM Traverse Erie 15 LLC (Wal-Mart Real Estate Business Trust)	2640 Crossing Cir	2024 8/18-29, 2025 Pre-hearing General Call	\$ 4,213,800	\$ 4,213,800	\$ 2,900,000	\$ 2,900,000	\$ (1,313,800)	\$ (1,313,800)	10/15/24 Laura Hallehan, Atty, spoke with opposing council. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.	\$	\$	
2	24-001309	Walmart Stores Inc (Sam's Real Estate Business Trust)	2401 N US 31 South	2024 7/16-31, 2025 Pre-hearing General Call	\$ 3,605,000	\$ 3,605,000	\$ 2,500,000	\$ 2,500,000	\$ (1,105,000)	\$ (1,105,000)	12/27/24 Atty filed Request for Production of Documents. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.			
3	24-001749	American Waste Inc	3850 Sundowner Dr	2024 9/2-15, 2025 Pre-hearing General Call	\$ 761,100	\$ 761,100	\$ 495,000	\$ 495,000	\$ (266,100)	\$ (266,100)	7/29/24 Petition found on-line.			
4	24-002730	Kevin O'Grady 6/6/23 Purch \$399,000, after boundary adj - uncapping appeal	3350 Wysong Rd	2024	\$ 420,000	\$ 420,000	\$ 199,500	\$ 199,500	\$ (220,500)	\$ (220,500)	12/16/24 Rec'd required Proof of Service & appearance from Petitioner's Representative			
5														
6														
7														
TOTALS:					\$ 8,999,900	\$ 8,999,900	\$ 6,094,500	\$ 6,094,500	\$ (2,905,400)	\$ (2,905,400)				
					SETTLED VALUES:									
					2024 Potential Tax Loss				\$ (5,086,245)	\$ (7,989,851)				
					ACTUAL TAX LOSS									
					2024				\$	\$				
					GRAND TOTAL				\$	\$				

3c.

**Veteran's Exemptions
2013 - 2024**

12/10/2024

Amy L DeHaan, MMAO(4)
Garfield Twp. Assessor

Parcel Number	Name	2016 TV	2017 TV	2018 TV	2019 TV	2020 TV	2021 TV	2022 TV	2023 TV	2024 TV
28-05-008-009-00	Seaburg									
28-05-014-102-00	Weathers	\$ 45,973	\$ 46,386	\$ 47,360	\$ 48,496	\$ 49,417	\$ 50,108	\$ 51,761	Pro-rated to 8/1/24 \$ 54,349	\$ 32,119
28-05-016-038-00	Tomlinson	\$ 50,294	\$ 50,746	SOLD						\$ 57,066
28-05-017-014-00	Mead									
28-05-017-022-00	Mallard	\$ 73,099	\$ 73,756	\$ 71,900	\$ 73,625	\$ 75,023	\$ 76,073	\$ 78,583	\$ 82,512	Sold 7/21/23 (Pro-rated) \$ 86,637
28-05-017-029-20	Gatzke	\$ 60,369	\$ 60,912	\$ 62,191	\$ 63,682	\$ 64,891	\$ 65,799	\$ 67,970	\$ 71,368	\$ 74,936
28-05-018-005-00	Jackson									
28-05-019-002-00	O'Korn									
28-05-019-012-10	Canfield	\$ 73,746	\$ 74,409	\$ 75,971	\$ 77,793	\$ 79,271	\$ 80,380	\$ 83,032	\$ 87,183	\$ 91,542
28-05-020-017-00	Edwardson	\$ 144,532	\$ 145,832	\$ 143,100	\$ 146,534	DID NOT FILE	SOLD	\$ 152,300	\$ 159,915	\$ 167,910
28-05-025-013-00	Ludka	\$ 62,121	\$ 62,680	\$ 63,996	\$ 65,530	\$ 66,775				
28-05-026-015-21	Lautner			\$ 62,817	\$ 131,272	\$ 133,766	\$ 135,638	\$ 140,114	\$ 147,119	\$ 154,474
28-05-030-034-02	Tester	\$ 101,959	\$ 102,876	\$ 105,036	\$ 107,556	\$ 109,599	\$ 111,133	\$ 114,800	\$ 120,540	\$ 126,567
28-05-031-005-20	Andrews									
28-05-031-037-50	Simmons									
28-05-034-001-10	Erickson	\$ 83,048	\$ 83,795	\$ 82,100	\$ 84,070	\$ 64,075	DBOR Pro-rated to 10/2/23 \$ 25,547			\$ 107,297
28-05-034-017-10	Pryor				\$ 44,995	\$ 45,849	MOVED			
28-05-055-078-00	Hall									
28-05-065-021-00	LaBonte									
28-05-065-026-00	Schichtel	\$ 16,150	\$ 16,295	\$ 16,637	\$ 17,036	\$ 17,359	\$ 17,602	\$ 18,182	\$ 19,091	\$ 20,045
28-05-070-068-00	Fettes									
28-05-075-023-00	Burd	\$ 59,793	\$ 60,332	\$ 61,598	\$ 63,721	SOLD				\$ 113,085
28-05-075-044-00	Dohm									
28-05-075-046-00	Fernandez									
28-05-075-046-00	Fernandez									
28-05-079-004-00	Curtiss	\$ 35,331	\$ 35,331	\$ 86,900	\$ 88,985	\$ 90,675	\$ 91,944	\$ 94,978	\$ 99,726	\$ 104,712
28-05-079-025-00	Schepers	\$ 19,712	SOLD			\$ 78,326	\$ 86,329	\$ 89,177	\$ 93,635	\$ 98,316
28-05-082-060-00	Waterstradt									
28-05-099-014-00	Tornga			\$ 107,700	HAS NOT FILED				2025 JBOR Pro-rated \$ 75,008	
28-05-099-040-00	Turnbull				\$ 89,955	\$ 134,400	\$ 126,100	\$ 128,100	\$ 134,505	\$ 141,230
28-05-102-007-00	Nelson	\$ 15,405	\$ 15,405	\$ 156,800	\$ 160,563	\$ 162,900	\$ 165,180	\$ 170,630	\$ 179,161	\$ 188,119
28-05-102-013-00	Connannon	\$ 124,838	\$ 125,961	\$ 128,606	\$ 131,692	\$ 134,194	\$ 136,072	\$ 140,562	\$ 147,590	\$ 154,969
28-05-106-029-10	Walter					\$ 117,805	\$ 119,405	SOLD		
28-05-106-040-00	Walters						\$ 72,900	\$ 146,100	\$ 153,405	MOVED 2023
28-05-106-052-00	Noble	\$ 68,308	\$ 68,922	\$ 70,369	\$ 72,057	\$ 73,426	SOLD			
28-05-108-002-00	Westie						\$ 205,619	\$ 212,404	\$ 223,024	\$ 234,175
28-05-108-027-10	Ranger						NEW BUILD	\$ 247,688	\$ 260,072	\$ 273,075
28-05-109-013-00	Noble						\$ 201,900	\$ 187,900	\$ 197,295	\$ 207,159
28-05-109-036-00	Tyrell						\$ 193,800	\$ 171,900	\$ 180,495	\$ 189,519
28-05-114-047-00	Hylliard						\$ 140,800	\$ 144,700	\$ 151,935	\$ 159,531
28-05-120-022-00	Dahringer/Ashman	\$ 60,334	SOLD							

Parcel Number	Name	2016 TV	2017 TV	2018 TV	2019 TV	2020 TV	2021 TV	2022 TV	2023 TV	2024 TV
28-05- 332-012-00	Whipple	\$ 132,418	\$ 134,600	\$ 119,100	\$ 124,313	\$ 126,674	\$ 128,447	\$ 143,385	\$ 150,554	\$ 158,081
28-05- 351-032-00	Daugherty	\$ 74,977	\$ 133,609	\$ 136,414	\$ 139,687	\$ 142,341	\$ 144,333	\$ 149,095	\$ 156,549	\$ 164,376
28-05- 351-048-00	Barr	\$ 135,651	\$ 167,900	\$ 158,700	\$ 131,848	SOLD	\$ 147,856	\$ 152,735	\$ 160,371	\$ 168,389
28-05- 356-008-00	Sonnenberg		\$ 136,871	\$ 139,745	\$ 143,097	\$ 145,815			\$ 227,405	\$ 238,775
28-05- 356-017-00	McCall								\$ 2,800	\$ 2,940
28-05- 413-007-00	Rathbun									
28-05- 824-102-00	LaBonte									
	# of Vet Exemptions Granted:	31	33	37	41	46	51	55	66	68
	Taxable Value Reduction:	\$ 2,339,233	\$ 2,611,476	\$ 3,207,961	\$ 3,488,850	\$ 4,157,570	\$ 5,013,547	\$ 5,958,834	\$ 8,329,560	\$ 9,224,215
	Loss to Garfield:	2.0000	2.0000	2.0000	2.0000	2.0000	2.0000	2.0000	1.7500	1.7500
		\$ 4,678.47	\$ 5,222.95	\$ 6,415.92	\$ 6,977.70	\$ 8,315.14	\$ 10,027.09	\$ 11,917.67	\$ 14,576.73	\$ 16,142.38
	TOTAL Tax Loss:	27.7619	27.4810	27.7135	27.7027	27.1276	26.9863	27.0226	26.8226	26.8226
		\$ 64,941.55	\$ 71,765.97	\$ 88,903.83	\$ 96,650.56	\$ 112,784.90	\$ 135,297.08	\$ 161,023.19	\$ 223,420.46	\$ 247,417.43
TO DATE TOTALS: Garfield		\$ 15,298.57	\$ 20,521.52	\$ 26,937.44	\$ 33,915.14	\$ 42,230.28	\$ 52,257.38	\$ 64,175.04	\$ 78,751.77	\$ 94,894.15
All Jurisdictions		\$ 201,574.90	\$ 273,340.88	\$ 362,244.70	\$ 458,895.27	\$ 571,680.16	\$ 706,977.25	\$ 868,000.44	\$ 1,091,420.89	\$ 1,338,838.32

* In May, 2022, the Michigan Court of Appeals ruled that an unmarried surviving spouse is NOT eligible for the Disabled Veterans Exemption IF the disabled veteran had not owned or used the property as a homestead prior to their death. For 2023, Garfield Township had four (4) widows who no longer qualify for the exemption.

* For 2023, the legislature amended MCL 211.7b(1)(b) to allow unmarried surviving spouse to qualify on any property used by that spouse including homestead property acquired after the decedent's death. It was signed by the Governor on 10/19/23.

* ALSO, starting 10/19/23, the BOR no longer has authority over Veteran's Exemptions - it is now the responsibility of the Assessor (UNLESS a prior year is involved)



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

2024 STATEMENT OF OPERATIONS

2024 saw an average year for construction activity in the Township. Of course, an average year here is a decent year. We are very fortunate in that regard. Construction remained steady throughout 2024 and concluded with a total construction value of over \$55 million. As always, commercial activity was the catalyst in construction value. One continuing trend that is very concerning is the low numbers of single-family homes being built throughout the last few years.

During 2024, the Building Department reviewed plans for and issued 194 permits, while performing over 900 inspections. If you would like more information regarding yearly comparisons, historical data, or a more detailed permit by category report please come in and see me.

Mandated Property Maintenance inspections continue as always, and the good news is we are finally caught up. Complaints are responded to immediately. Sean, Jamie, and Derek handle the bulk of the inspections and administration duties, with Mike and Myself providing occasional assistance.

Even though construction investment in Garfield Township should remain relatively strong in 2025, we cannot predict where the economy is headed or predict any revenue projections. However, based on our history, I am quite confident that construction activity in 2025 should be good again. However, we will probably return to our historical average as years like 2022 and 2023 will be difficult to replicate. Regardless, we will continue to keep trying our best.

In closing, on a personal note, I am now a part-time employee and will be working about three days a week and approximately twenty hours. I expect the transition to be rather smooth as we have capable and good people working here.

If you have any questions, concerns, or comments regarding this report, please feel free to stop and see me at anytime unless I'm fishing. See you on the lake!

Respectfully,



Carl Studzinski
Building Official

attachment



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE

TRAVERSE CITY, MICHIGAN 49684

PH: (231) 941-1620 • FAX: (231) 941-1588

ANNUAL REPORT- 2024

Building Permits Issued.....	194
Value of Construction.....	\$55,801,398
Building Permit Fees Collected.....	\$195,294
Property Maintenance Inspection Fees Collected	\$890
Miscellaneous Invoices:(See Note).....	\$250
Total Revenue.....	\$196,434

Item	# Of Permits	Construction Value
Single Family Homes	37	\$14,216,097
New Commercial Buildings	15	\$25,241,501
Commercial Alterations	29	\$11,908,600
Residential Alterations	35	\$ 2,350,459
Misc. Permits (See Note)	78	\$ 2,084,741

Note:

Miscellaneous permits include residential garages, demos, decks, mobile homes, pole barns, extensions, solar panels, carports, swimming pools, commercial utility, paint booths, footings and foundation, foundation repair, shell only, and change of use permits.

Miscellaneous invoices include addendums /additions to existing permits, temporary occupancy fees, preliminary and additional plan review fees, re-inspection fees and copy fees.



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
 TRAVERSE CITY, MICHIGAN 49684
 PH: (231) 941-1620 • FAX: (231) 941-1588

To: Charter Township of Garfield Board of Trustees

From: Michael Green, Zoning Administrator
 Derek Morton & Sean Kehoe, Township Enforcement Officers
 Jamie Douglass, Building & Land Use Assistant/Enforcement Officer

2024 Zoning Department Activities

Please find below the Zoning Department’s 2024 activities. These activities include permits and enforcement, as well as administrative site plan reviews, storm water reviews, and Zoning Board of Appeals cases.

Permit Activity

	2024	2023	2022	2021	2020	2019	2018
Land Use (see table below)	170	146	172	199	136	169	163
Outdoor Sale	5	8	7	4	3	10	19
Sign	88	121	90	97	72	95	145
Total Permits Issued	262	275	269	300	211	274	328

LAND USE PERMIT type	2024	2023	2022	2021	2020	2019	2018
Accessory Bldgs./Structures	42	32	38	41	30	9	15
Change of Use	15	5	4	1	0	3	6
Commercial/Industrial New	12	24	18	13	11	12	12
Com/Ind Repair/Add/Alter	12	8	4	23	10	10	11
Decks	4	7	12	9	5	8	3
Earth Change/Mass Grading	7	6	7	2	0	8	7
Misc.	15	9	5	6	6	11	17
Multi Family Bldg.(inc. Duplexes)	1	0	0	11	7	8	3
Res Add/Alter/Repair	14	16	19	25	11	17	16
Single Family Dwelling	40	38	59	63	56	80	73
Agricultural Bldg.	7	1	6	3	0	3	0

The number of permits issued in 2024 was down slightly from 2022 and 2023. While the number of Sign Permits has decreased, Land Use Permits are up from 2023. Significant projects this year included Kingsley Lumber (SW Corner of N Garfield Road and W Hammond Rd), Airstream Northern Michigan (876 N US 31 South), and the Historic Barns expansion project at the Grand Traverse Commons. Please keep in mind when reviewing this report and the Building Department report that

Zoning and Building Use Classifications are not always similar. As a result, it may appear that there are discrepancies between the two reports.

Ordinance Enforcement

This office responded to seventy-three (73) complaints in 2024, up from sixty-two (62) complaints in 2023. In addition to the activity enumerated in this report, our Enforcement Officers routinely remove signs improperly placed in public road right-of-way and work with property owners to obtain voluntary compliance prior to any formal enforcement actions.

Storm Water Review

There were twenty-one (21) stormwater reviews conducted in 2024 by our Engineer on behalf of the department, up from nineteen (19) storm water reviews conducted in 2023. The Zoning and Storm Water Ordinances require that all storm water must be maintained on the site to prevent runoff onto adjacent sites. For this review, the Township collects money in an escrow account from the developer and the Township sends the review to an engineer to verify compliance with the Ordinances. The fees charged to the Township for the review are paid out of the escrow account related to the project.

Zoning Board of Appeals (ZBA)

ZBA ACTIVITY	2024	2023	2022	2021	2020	2019	2018
Cases (Interpretations, Variances, Appeals)	5	4	2	1	0	5	2
No. of Meetings Held	9	5	3	2	1	5	4

The Zoning Board of Appeals (ZBA) considered three (3) variance requests and two (2) appeal requests in 2024. As shown in the table above, ZBA activity trended higher than the previous three years but on par with 2019. The purpose of the Zoning Board of Appeals is to consider all applications for interpretations, variances, and appeals and to take testimony and evidence as they may arise in the administration of the Zoning Ordinance.

Soil Erosion

The State of Michigan recently approved our request for status as a Part 91 Soil Erosion and Sedimentation Control (SESC) Municipal Enforcement Agency pending Township Board adoption of a Township SESC Ordinance. We anticipate being able to begin our SESC program by Spring 2025.

Other Activities

The Zoning Office also provided eighteen (18) Zoning Verification Letters to owners or their representatives requesting information on the zoning district, permitting information, and approval process in writing related to their properties, an increase from ten (10) in 2023. In addition to Zoning Verification Letters, this office also provides zoning information as needed to fulfill Freedom of Information Requests received by the Township Clerk.

If you have any questions or would like more information, please feel free to contact me.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

December 2024

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme		0			1	0	0
02 Blair		0			4	19	0
03 East Bay		1			4	12	1
04 Fife Lake		0			0	0	0
05 Garfield		0			12	57	0
06 Grant		0			0	1	0
07 Green Lake		0			4	4	0
08 Long Lake		0			0	4	0
09 Mayfield		0			0	3	0
10 Peninsula		0			0	2	0
11 Paradise		0			0	1	0
12 Union		0			0	0	0
13 Whitewater		0			0	0	0
29 Fife Lake Vlg		0			0	0	0
30 Kingsley Vlg		0			0	2	0
66 Traverse City		0			9	44	0
84 Out of County		0			0	18	0
Totals	0	1	0	0	34	167	1
% Garfield Twp.					35.3%	34.1%	

Ticket stats are based on what District Court has entered as of
 Arrest stats are as of 1/07/25.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

Fourth Quarter Totals October - December 2024

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	0	0	0	0	3	13	0
02 Blair	0	0	0	0	8	45	0
03 East Bay	0	1	0	0	13	38	1
04 Fife Lake	0	0	0	0	1	4	0
05 Garfield	0	0	0	0	24	153	0
06 Grant	0	0	0	0	0	2	0
07 Green Lake	0	0	0	0	5	10	0
08 Long Lake	0	0	0	0	1	7	0
09 Mayfield	0	0	0	0	3	6	0
10 Peninsula	0	0	0	0	1	3	0
11 Paradise	0	0	0	0	0	9	0
12 Union	0	0	0	0	0	0	0
13 Whitewater	0	0	0	0	0	3	0
29 Fife Lake Vlg	0	0	0	0	0	1	0
30 Kingsley Vlg	0	0	0	0	0	5	0
66 Traverse City	0	0	0	0	14	109	0
84 Out of County	0	0	0	0	0	38	0
Totals	0	1	0	0	73	446	1
% Garfield Twp.					32.9%	34.3%	

Ticket stats are based on what District Court has entered as of
 Arrest stats are as of 1/07/25.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

Year to Date 2024

Numbers are lower due to ransomware attack and new program permission denials.

Location	Citations	Traffic Crashes			Arrests			Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal		
01 Acme	55	0	9	74	14	60	83	
02 Blair	178	0	17	88	29	143	105	
03 East Bay	153	1	23	133	44	170	157	
04 Fife Lake	27	0	3	21	2	19	24	
05 Garfield	372	1	70	366	96	574	437	
06 Grant	6	1	7	16	0	8	24	
07 Green Lake	55	0	12	52	17	53	64	
08 Long Lake	20	1	10	36	15	31	47	
09 Mayfield	53	2	7	24	7	18	33	
10 Peninsula	22	0	5	23	4	10	28	
11 Paradise	27	0	3	32	3	41	35	
12 Union	7	1	2	7	1	3	10	
13 Whitewater	13	1	8	38	7	13	47	
29 Fife Lake Vlg	0	0	0	3	2	2	3	
30 Kingsley Vlg	13	0	0	3	1	32	3	
66 Traverse City	41	0	0	2	29	414	2	
84 Out of County	0	0	0	0	0	154	0	
Totals	1,042	8	176	918	271	1,745	1,102	
% Garfield Twp.	35.7%	12.5%	39.8%	39.9%	35.4%	32.9%	39.7%	

Ticket stats are based on what District Court has entered as of 8/01/24.

Arrest stats are as of 1/07/25.



GRAND TRAVERSE METRO FIRE DEPARTMENT

6c.

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

Garfield / Metro NFIRS Incidents - December 2024

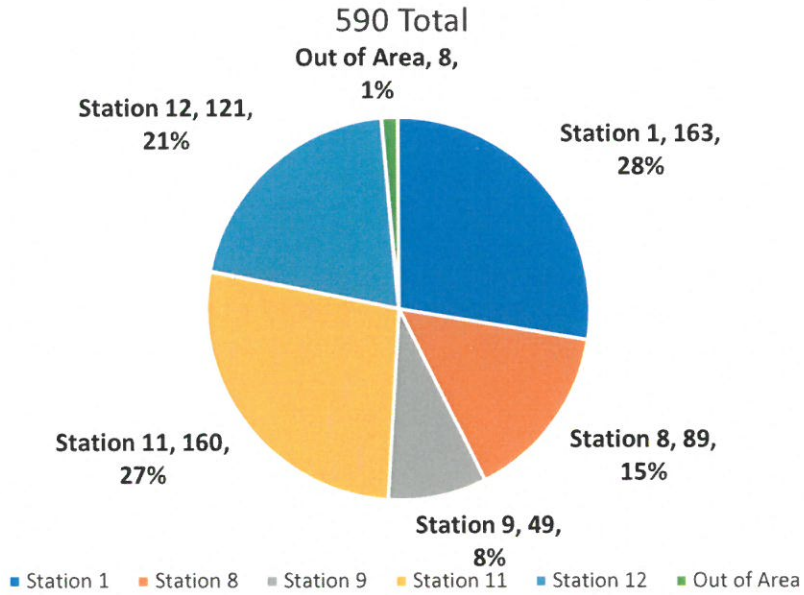
Incident Type	Garfield	Metro
Medical assist, assist EMS crew	289	410
Dispatched and cancelled en route	31	41
Emergency medical service, other	13	44
Alarm system activation, no fire - unintentional	8	11
Water Flow Alarm - unintentional	5	5
Motor vehicle accident with injuries	4	8
Smoke detector activation, no fire - unintentional	3	7
Smoke detector activation due to malfunction	3	4
Motor vehicle accident with no injuries.	2	11
Assist police or other governmental agency	2	4
Carbon monoxide detector activation, no CO	2	4
Carbon monoxide incident	2	3
Assist invalid	1	4
CO detector activation due to malfunction	1	4
LP or Natural Gas Odor with no leak/gas found.	1	3
Detector activation, no fire - unintentional	1	2
Alarm system sounded due to malfunction	1	1
Building Fire - Int/Ext Finish - Non-Structural	1	1
Cooking fire, confined to container	1	1
Electrical wiring/equipment problem, other	1	1
Gas leak (natural gas or LPG)	1	1
Municipal alarm system, malicious false alarm	1	1
Power line down	1	1
Public service assistance, other	1	1
Smoke scare, odor of smoke	1	1
Sprinkler activation, no fire - unintentional	1	1
Steam, vapor, fog or dust thought to be smoke	1	1
Unauthorized burning	1	1
Building fire		2
Low-voltage line down		2
Building fire / Dryer/Appliance Fire		1
Chimney or flue fire, confined to chimney or flue		1
Fires in structure other than in a building		1
Ice rescue		1
Motor vehicle/pedestrian accident (MV Ped)		1
No incident found on arrival at dispatch address		1
Passenger vehicle fire		1
Police matter		1
Tree Down onto High Voltage Lines		1
Totals	380	590



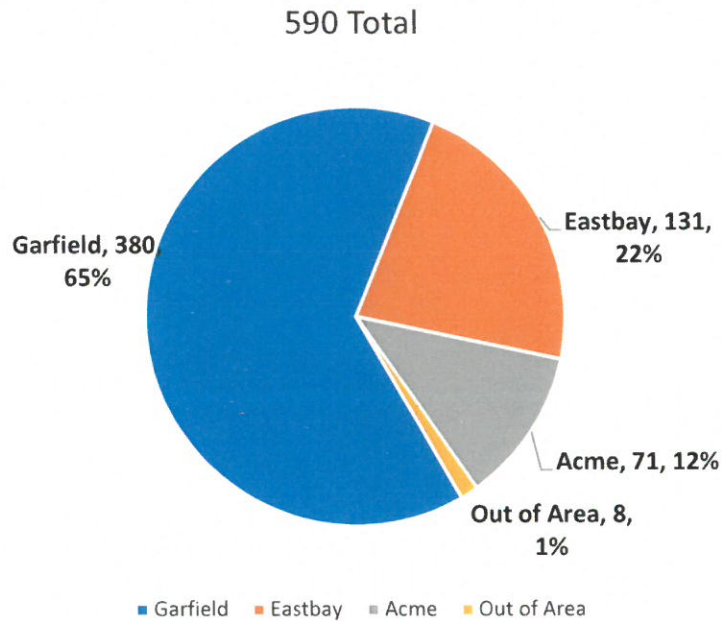
GRAND TRAVERSE METRO FIRE DEPARTMENT

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

GTMESSA - Incidents by Station December 2024



GTMESSA - December 2024 Incidents





GRAND TRAVERSE METRO FIRE DEPARTMENT

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Garfield / Metro EMS Complaints - December 2024

Complaint	Priority 1	Priority 2	Priority 3	Garfield	Metro
Fall	8	14	36	58	88
Difficulty Breathing / SOB	31	9	5	45	60
General Weakness	4		20	24	39
Invalid Assist/Lift Assist		2	22	24	47
Cardiac Issues (Chest Pain)	17	1	3	21	28
Altered LOC	13		5	18	22
Seizure	12	2	3	17	21
Abdominal Pain	5		10	15	20
Infection	3		10	13	46
No Other Appropriate Choice	1	2	7	10	12
Syncope/near-fainting	5	1	3	9	17
Medical Alarm		7	1	8	13
Traumatic Injury	1		7	8	9
Unresponsive	5	1	1	7	10
Nausea/Vomiting	2		4	6	13
Back Pain (Non-Traumatic)	1		4	5	6
Hemorrhage/Laceration	3		2	5	9
Psychiatric Problem/Suicide Attempt			5	5	8
Vehicle Accident	2	3		5	7
Abnormal Labs	1		3	4	4
Stroke/CVA	2		2	4	7
Unknown Problem/Person Down	1	2	1	4	8
Cardiac Issues - No Chest Pain	3			3	6
Diabetic Emergency	2			2	6
Lower Limb Swelling			2	2	4
Overdose - Unintentional	1	1		2	3
Welfare Check			2	2	4
Airway Obstruction	1			1	1
Allergic Reaction / Stings	1			1	1
Assault		1		1	1
Choking	1			1	2
Death - Priority 5			1	1	1
Headache	1			1	2
Heart Problems/AICD		1		1	1
Hypotension / hypertension		1		1	1
Urinary problem			1	1	1
Alcohol intoxication					2
Carbon Monoxide					1
CPR					2
GI Bleed					1
Epistaxis (Nosebleed)					1
Head/Cold Exposure					2
Totals	127	48	160	335	537

Garfield Township Responses

December 2024

6d.

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	21	21
11-Choking	2	2
12-Convulsions/Seizures	15	15
13-Diabetic Problems	2	2
17-Falls	69	69
18-Headache	1	1
19-Heart Problems / A.I.C.D.	6	6
1-Abdominal Pain/Problems	15	15
20-Heat/Cold Exposure	1	1
21-Hemorrhage/Lacerations	5	5
23-Overdose / Poisoning (Ingestion)	4	4
24-Pregnancy/Childbirth/Miscarriage	1	1
25-Psychiatric/ Abnormal Behavior/Suicide At	2	2
26-Sick Person (Specific Diagnosis)	63	63
28-Stroke (CVA)	6	6
29-Traffic/Transportation/Accidents	12	12
2-Allergies (Reactions)/Envenomations (Sting	1	1
30-Traumatic Injuries (Specific)	5	5
31-Unconscious/Fainting (Near)	21	21
32-Unknown Problem (Man Down)	15	15
4-Assault/Sexual Assault	1	1
5-Back Pain (Non-traumatic or Non Recent Tra	7	7
6-Breathing Problems	47	47
7-Burns (Scalds) /Explosion	2	2
8-Carbon Monoxide/Inhalation/HazMat	2	2
9-Cardiac or Respiratory Arrest/Death	2	2
Total	328	328

Call Disposition	GT-Garfield	Total
Transport	214	214
Refusal	36	36
Cancelled	78	78
Total	328	328

Response Priority	GT-Garfield	Total
P-3 Non-Emergent	117	117
P-18 Stage	4	4
P-1 Echo Response	206	206
P-2 Emergency No Ligh	1	1
Total	328	328

Garfield Response Times December 2024



P-1 Echo Response


Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	15	15	3.63%	3.63 %
01:00 - 01:59	9	24	2.18%	5.81 %
02:00 - 02:59	19	43	4.60%	10.41 %
03:00 - 03:59	33	76	7.99%	18.40 %
04:00 - 04:59	45	121	10.90%	29.30 %
05:00 - 05:59	40	161	9.69%	38.98 %
06:00 - 06:59	45	206	10.90%	49.88 %
07:00 - 07:59	30	236	7.26%	57.14 %
08:00 - 08:59	40	276	9.69%	66.83 %
09:00 - 09:59	44	320	10.65%	77.48 %
10:00 - 10:59	8	328	1.94%	79.42 %
11:00 - 11:59	19	347	4.60%	84.02 %
12:00 - 12:59	33	380	7.99%	92.01 %
13:00 - 13:59	9	389	2.18%	94.19 %
14:00 - 14:59	4	393	0.97%	95.16 %
15:00 and up	20	413	4.84%	100.00 %

P-2 Emergency No Lights/Sirens

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
10:00 - 10:59	3	3	100.00%	100.00 %

P-3 Downgrade (No Lts/Sirens)

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	9	9	3.93%	3.93 %
02:00 - 02:59	6	15	2.62%	6.55 %
03:00 - 03:59	13	28	5.68%	12.23 %
04:00 - 04:59	13	41	5.68%	17.90 %
05:00 - 05:59	17	58	7.42%	25.33 %
06:00 - 06:59	23	81	10.04%	35.37 %
07:00 - 07:59	26	107	11.35%	46.72 %
08:00 - 08:59	19	126	8.30%	55.02 %
09:00 - 09:59	28	154	12.23%	67.25 %
10:00 - 10:59	18	172	7.86%	75.11 %
11:00 - 11:59	19	191	8.30%	83.41 %
12:00 - 12:59	12	203	5.24%	88.65 %
13:00 - 13:59	3	206	1.31%	89.96 %
14:00 - 14:59	4	210	1.75%	91.70 %
15:00 and up	19	229	8.30%	100.00 %

 Charter Township of Garfield Planning Department Report No. 2025-1			
Prepared:	January 2, 2025	Pages:	2
Meeting:	January 14, 2025 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – January 2025		

PURPOSE:

This monthly report is offered by the Staff to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

DEVELOPMENTS:

The Planning Commission is currently conducting the following development review activity:

TowerNorth Wireless Communication Facility – Special Use Permit Review

- *Location:* 2767 Zimmerman Road, west side of Zimmerman Road, north of Silver Lake Road intersection
- *Development Description:* Proposed monopole wireless communication facility (cell tower)
- *Status:* The Planning Commission tabled the application at their 6/12/2024 meeting and requested more information on the application. Commissioners tabled the application at their 7/10/2024 meeting so that the applicant can propose a different location on the site for the proposed tower which meets setback standards for wireless communication facilities, and again tabled the application at subsequent meetings on 8/14/2024, 9/11/2024, and 10/9/2024. The applicants proposed a new tower location which was provided to the Planning Commission at their 11/6/2024 meeting. Commissioners reviewed an updated site plan and materials at the 12/11/2024 meeting and scheduled a public hearing for the 1/8/2025 meeting.

K1 Speed / High Tops – Site Plan Review Amendment

- *Location:* 1212 W South Airport Road, north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed bar/tavern and nightclub at former Sears in Cherryland Center
- *Status:* The Planning Commission tabled the application at their 9/11/2024 meeting based on concerns about the impact of the project on the neighboring residential area; the application remained tabled at the 10/9/2024 and 11/6/2024 meetings. The applicant subsequently requested to withdraw their application. The Planning Commission accepted the withdrawal of this application at their meeting on 12/11/2024.

Cherryland Center Comprehensive Development Plan – Site Plan Review

- *Location:* Multiple parcels and addresses; north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed comprehensive development plan for entire Cherryland Center site
- *Status:* The Planning Commission reviewed the application at the 11/6/2024 meeting and asked for additional information to be provided for review. The Planning Commissioners reviewed the additional material and approved the application with conditions at their meeting on 12/11/2024.

Two Brothers Dog Park Café – Site Plan Review

- *Location:* 1776 S Garfield Avenue; north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed café and taphouse with indoor/outdoor dog park areas
- *Status:* The Planning Commission approved the application with conditions at their meeting on 12/11/2024.

Copper Ridge PUD – Major Amendment

- *Location:* Multiple parcels and addresses; north side of Silver Lake Road near Barnes Road
- *Development Description:* Proposed addition of residential uses to existing development

- *Status:* The Planning Commission held an introduction for the application at their meeting on 11/6/2024. The public hearing was held at their 12/11/2024 meeting. Commissioners motioned for Staff to prepare the draft Findings of Fact for consideration at their 1/8/2025 meeting.

Cherryland Humane Society – Special Use Permit Major Amendment Review

- *Location:* 1750 Ahlberg Drive; southeast of the intersection of Hammond Road and Keystone Road
- *Development Description:* Proposed building additions to existing humane society building
- *Status:* The Planning Commission held an introduction for the application at their meeting on 11/6/2024. The public hearing was held at their 12/11/2024 meeting. Commissioners motioned for Staff to prepare the draft Findings of Fact for consideration at their 1/8/2025 meeting.

The Planning Department is also currently conducting the following administrative development review activity:

Renew It Group

- *Location:* 302 N US 31 South; east side of US 31 north of Rennie School Road
- *Development Description:* Proposed showroom and warehouse for deck supply / construction business
- *Status:* Approved with conditions

Striker Supply

- *Location:* 141 Memorial South Commons; east side of US 31 north of Rennie School Road
- *Development Description:* Proposed rental and retail outlet for concrete product supplier business
- *Status:* Approved with conditions

Golden Swan Management

- *Location:* 2470 Diamond Drive, east side of Cass Road south of West South Airport Road
- *Development Description:* Proposed commercial laundry facility
- *Status:* Under review; additional information requested from applicants

PLANNING:

Other Planning Department activities include the following items:

- The Planning Commission did not have study sessions in November or December 2024. Commissioners had previously recommended to the Township Board to pursue legal review of the sign regulations in the Zoning Ordinance, considering the recent federal case law regarding sign regulations, and discussed several potential definitions for “substantial construction” which is undefined in the Zoning Ordinance. Commissioners will continue to consider these items at the January 2025 study session.
- The Planning Department is gathering data to build a GIS database of the streetlights in Garfield Township. Three entities provide streetlights in the Township: Cherryland Electric Cooperative, Consumers Energy, and Traverse City Light & Power.

STAFF:

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Stephen Hannon, AICP, Deputy Planning Director
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 Direct Line: (231) 225-3156



Charter Township of Garfield
Parks Report

Silver Lake Recreation Area

Bathroom floors cleaned and resurfaced.

Small parking lots closed and roped off for winter.

Entry drive marked well for winter driving.

Commons

Cleared some trees from trails.

Greenspire trailhead has water running at times from artesian spring. Be nice to redirect water with new development.

Excited for Copper Ridge Trailhead.

River East

Bathroom permit submitted by contractor.

Met with the playground representative for the layout.

Quotes completed for the curbing around the playground pad.

Got back on track with GFL and trash pick up.

Dog Park still busy through the winter.

Adjusted snow removal to accommodate more vehicles.

Have moved a few camps out from park property behind Good Will Inn.

We were notified by Sinclair Recreation that the playground set up that we have designed meets the criteria for Game Time (playground supplier) as a National Destination Site based on the 7 steps of play. Game Time is providing a sign with a QR code to be installed at the site that will allow the township to track metrics such as ages using it, how far people traveled to use it, daily use, etc. if people scan the code to answer the questions. The tracking and account are free to the township for meeting the criteria.

Boardman Valley

Nets and wind screens stored for winter.

Trail remains cleared. No beaver issues to date.

Looking to replace some fencing this spring.

Miller Creek

Cleared some trees and a couple different occasions.

Got GFL back on schedule for trash removal at both locations.

No encampments to date and everything Cass Road side is still clean.

Kid's Creek

Status quo.

Trails are in good shape.

Oleson's pond is partially frozen over.

Buffalo Ridge Trail

Conservation Resource Alliance helped to get the replanting almost completed before snow hit. A little more to replant near trail by GWL. CRA advised that there are about 500 trees left to plant and they are adjusting the contract with the planter for him to finish in the spring.

Snow removal is going well along trail.

Submitted Jan. 7th, 2025

Derek Morton

Sean Kehoe

Clerk's Report

For December 31, 2024

Submitted 1/6/2025

To The Garfield Township Board,

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line-Item Budget, which means that what is important is the final figure. Some line items may run over if the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of December in the General Fund, you will find that we had a total of \$514,774.22 Revenues and \$148,661.37 Expenditures. For the year we have a total of \$5,117,881.49 Revenues and 3,549.633.41 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/2024	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT REAL PROPERTY TAXES	2,118,840.00	2,118,840.00	2,061,630.19	139,867.85	57,209.81
101-000-412.000	DEL PERSONAL PROP TAXES	500.00	500.00	2,289.81	0.00	(1,789.81)
101-000-414.000	Protested PRE Interest	1,000.00	1,000.00	7,152.06	715.27	(6,152.06)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	9,220.00	762.00	(220.00)
101-000-445.000	PENALTIES & INT. ON TAXES	6,000.00	6,000.00	12,775.88	0.00	(6,775.88)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	199,126.00	22,370.00	874.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	14,700.00	0.00	(4,700.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	120.00	120.00	4,880.00
101-000-476.003	TREASURER FEES	100.00	100.00	25.00	0.00	75.00
101-000-476.004	PARK USE FEES	0.00	0.00	105.00	0.00	(105.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	21,710.00	600.00	(6,710.00)
101-000-574.000	STATE SHARED REVENUE	2,135,776.00	2,135,776.00	2,079,605.00	338,267.00	56,171.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	25,863.75	0.00	(5,863.75)
101-000-574.002	EVIP DISTRIBUTION	72,024.00	72,024.00	66,074.00	10,978.00	5,950.00
101-000-665.000	EARNED INTEREST	70,000.00	70,000.00	311,818.00	1,047.10	(241,818.00)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	238,041.86	0.00	11,958.14
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	22,852.02	0.00	(852.02)
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	50,000.00	50,000.00	17,795.92	47.00	32,204.08
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	155.85	0.00	(55.85)
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	26,821.15	0.00	(9,821.15)
Total Dept 000		5,002,390.00	5,002,390.00	5,117,881.49	514,774.22	(115,491.49)
TOTAL REVENUES						
		5,002,390.00	5,002,390.00	5,117,881.49	514,774.22	(115,491.49)
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES						
		5,002,390.00	5,002,390.00	5,117,881.49	514,774.22	(115,491.49)

User: Lanie
 DB: Garfield
 PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,450.00	13,450.00	12,895.00	1,600.00	555.00	95.87
101-101-701.101	WAGES - FILE CLERK	47,172.18	47,172.18	47,174.40	3,628.80	(2.22)	100.00
101-101-701.102	WAGES - TRUSTEE	13,450.00	13,450.00	12,685.00	1,175.00	765.00	94.31
101-101-701.103	WAGES - TRUSTEE	13,450.00	13,450.00	12,720.00	0.00	730.00	94.57
101-101-701.104	WAGES - TRUSTEE	13,450.00	13,450.00	12,275.00	925.00	1,175.00	91.26
101-101-701.105	WAGES - OFFICE COORDINATOR	43,927.26	43,927.26	34,982.53	3,379.20	8,944.73	79.64
101-101-726.000	SUPPLIES	6,500.00	6,500.00	7,947.02	1,260.35	(1,447.02)	122.26
101-101-726.001	POSTAGE	12,000.00	12,000.00	14,555.33	516.00	(2,555.33)	121.29
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	5,850.90	465.32	1,649.10	78.01
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	4,795.95	486.00	5,204.05	47.96
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	75.00	0.00	9,925.00	0.75
101-101-802.000	AUDIT AND ACCOUNTING	35,000.00	35,000.00	22,600.00	0.00	12,400.00	64.57
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	32,500.00	47,322.66	301.00	(14,822.66)	145.61
101-101-860.000	MILEAGE	500.00	500.00	48.24	0.00	451.76	9.65
101-101-900.000	PRINTING & PUBLISHING	4,000.00	4,000.00	4,025.25	1,367.23	(25.25)	100.63
101-101-901.000	ADVERTISING	7,500.00	7,500.00	5,193.90	754.95	2,306.10	69.25
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	141.00	47.00	3,859.00	3.53
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,000.00	1,000.00	861.51	0.00	138.49	86.15
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	8,600.00	8,600.00	8,776.63	0.00	(176.63)	102.05
Total Dept 101 - TOWNBOARD		258,999.44	283,999.44	254,925.32	15,905.85	29,074.12	89.76
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	95,140.91	95,140.91	90,454.41	1,754.62	4,686.50	95.07
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	449.17	263.04	550.83	44.92
101-171-960.200	EDUCATION - SUPERVISOR	2,000.00	2,000.00	21.32	0.00	1,177.87	41.11
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	1,557.78	337.97	2,442.22	38.94
Total Dept 171 - TOWNSHIP SUPERVISOR		102,140.91	102,140.91	93,283.49	2,376.95	8,857.42	91.33
Dept 172 - TOWNSHIP MANAGER							
101-172-701.107	WAGES - MANAGER	0.00	23,076.90	18,461.52	9,230.76	4,615.38	80.00
101-172-726.000	SUPPLIES	0.00	300.00	282.27	115.79	17.73	94.09
101-172-860.205	MILEAGE - MANAGER	0.00	100.00	0.00	0.00	100.00	0.00
101-172-960.000	EDUCATION & TRAINING	0.00	100.00	47.00	0.00	53.00	47.00
101-172-965.000	DUES & PUBLICATIONS	0.00	100.00	0.00	0.00	100.00	0.00
Total Dept 172 - TOWNSHIP MANAGER		0.00	23,676.90	18,790.79	9,346.55	4,886.11	79.36
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	95,140.91	95,140.91	95,141.02	7,318.54	(0.11)	100.00
101-215-701.302	WAGES - DEPUTY CLERK	61,447.59	61,447.59	61,447.62	4,726.74	(0.03)	100.00
101-215-701.303	WAGES - ACCOUNTANT	6,000.00	6,000.00	5,000.00	0.00	1,000.00	83.33
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	275.77	0.00	1,224.23	18.38
101-215-860.300	MILEAGE - CLERK	600.00	600.00	0.00	0.00	600.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-960.000	EDUCATION & TRAINING	7,500.00	7,500.00	3,002.33	69.33	4,497.67	40.03
101-215-965.000	DUES & PUBLICATIONS	500.00	500.00	710.00	0.00	(210.00)	142.00
Total Dept 215 - TOWNSHIP CLERK		174,088.50	174,088.50	165,576.74	12,114.61	8,511.76	95.11

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP
PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024	ACTIVITY FOR MONTH 12/31/24	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 228 - COMPUTER SUPPORT							
101-228-726.000	SUPPLIES	3,000.00	3,000.00	79.85	49.14	2,920.15	2.66
Total Dept 228 - COMPUTER SUPPORT		3,000.00	3,000.00	79.85	49.14	2,920.15	2.66
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	750.00	0.00	750.00	50.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,750.00	0.00	(250.00)	116.67
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	106.53	0.00	93.47	53.27
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	2,606.53	0.00	3,593.47	42.04
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	95,140.91	95,140.91	95,141.02	7,318.54	(0.11)	100.00
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	61,447.59	61,447.59	61,447.62	4,726.74	(0.03)	100.00
101-253-726.000	SUPPLIES	1,500.00	1,500.00	1,370.36	0.00	129.64	91.36
101-253-726.001	POSTAGE	7,700.00	7,700.00	8,628.54	33.72	(928.54)	112.06
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	125.00	0.00	2,875.00	4.17
101-253-809.000	Bank Fees	300.00	300.00	32.00	0.00	268.00	10.67
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	141.77	0.00	558.23	20.25
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	141.24	0.00	358.76	28.25
101-253-900.000	PRINTING & PUBLISHING	3,200.00	3,200.00	4,532.26	2,976.42	(1,332.26)	141.63
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	3,787.42	175.00	712.58	84.16
101-253-965.000	DUES & PUBLICATIONS	750.00	750.00	397.00	0.00	353.00	52.93
Total Dept 253 - TOWNSHIP TREASURER		183,838.50	183,838.50	175,744.23	15,230.42	8,094.27	95.60
Dept 257 - ASSESSING DEPARTMENT							
101-257-701.202	WAGES - APPRAISER II	50,102.70	50,102.70	46,999.65	3,854.41	3,103.05	93.81
101-257-701.203	WAGES - GIS	10,000.00	10,000.00	16,170.00	1,425.00	(6,170.00)	161.70
101-257-701.204	WAGES - APPRAISER III	66,258.37	66,258.37	66,184.39	5,096.02	73.98	99.89
101-257-701.205	WAGES - ASSESSOR	117,468.87	117,468.87	117,468.78	9,036.06	0.09	100.00
101-257-726.000	SUPPLIES	1,800.00	1,800.00	615.99	49.98	1,184.01	34.22
101-257-726.001	POSTAGE	5,000.00	5,000.00	(113.17)	642.60	5,113.17	(2.26)
101-257-805.000	CONTRACTED AND OTHER SERVICES	35,000.00	35,000.00	18,591.45	0.00	16,408.55	53.12
101-257-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-257-900.000	PRINTING & PUBLISHING	4,025.00	4,025.00	3,006.62	0.00	1,018.38	74.70
101-257-901.000	ADVERTISING	500.00	500.00	33.13	0.00	466.87	6.63
101-257-960.000	EDUCATION & TRAINING	6,750.00	6,750.00	3,471.53	0.00	3,278.47	51.43
101-257-965.000	DUES & PUBLICATIONS	0.00	0.00	1,071.22	0.00	(1,071.22)	100.00
Total Dept 257 - ASSESSING DEPARTMENT		297,904.94	297,904.94	273,499.59	20,104.07	24,405.35	91.81
Dept 262 - ELECTIONS							
101-262-701.000	WAGES	121,550.00	121,550.00	81,750.75	645.00	39,799.25	67.26
101-262-726.000	SUPPLIES	30,000.00	30,000.00	26,660.85	0.00	3,339.15	88.87
101-262-726.001	POSTAGE	1,000.00	1,000.00	8,660.41	0.00	(7,660.41)	866.04
101-262-860.000	MILEAGE	200.00	200.00	235.98	0.00	(35.98)	117.99

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 PERIOD ENDING 12/31/2024

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		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-262-901.000	ADVERTISING	500.00	500.00	0.00	(83.35)	116.67
101-262-935.010	MACHINE MAINTENANCE	8,000.00	8,000.00	5,098.00	(1,254.00)	115.68
Total Dept 262 - ELECTIONS		161,250.00	161,250.00	5,743.00	34,104.66	78.85
Dept 265 - TOWNSHIP HALL						
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	221.00	1,442.02	63.95
101-265-850.000	TELEPHONE	14,000.00	14,000.00	1,103.86	271.27	98.06
101-265-920.601	HEATING / GAS	14,500.00	14,500.00	608.72	6,473.17	55.36
101-265-920.602	WATER / SEWER	4,000.00	4,000.00	153.22	302.02	92.45
101-265-920.603	LIGHTS BUILDING	12,000.00	12,000.00	1,005.76	1,191.88	90.07
101-265-935.601	SNOW FLOWING	10,000.00	10,000.00	0.00	9,200.00	8.00
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	0.00	(981.20)	109.81
101-265-935.603	CLEANING SERVICE	17,200.00	17,200.00	2,900.00	400.00	97.67
101-265-935.604	RUBBISH REMOVAL	1,400.00	1,400.00	137.53	(232.65)	116.62
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	9,814.00	1.86
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	2,798.62	(4,442.78)	129.62
Total Dept 265 - TOWNSHIP HALL		112,200.00	112,200.00	8,928.71	23,537.73	79.02
Dept 301 - POLICE SERVICES						
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	0.00	118,276.49	92.61
Total Dept 301 - POLICE SERVICES		1,600,000.00	1,600,000.00	0.00	118,276.49	92.61
Dept 321 - TOWNSHIP VEHICLES						
101-321-862.000	GAS & CAR WASHES	4,000.00	4,000.00	173.35	1,750.39	56.24
101-321-863.000	OIL CHANGES	500.00	500.00	81.03	333.63	33.27
101-321-864.000	MISCELLANEOUS	1,500.00	1,500.00	472.20	0.00	100.00
Total Dept 321 - TOWNSHIP VEHICLES		6,000.00	6,000.00	726.58	2,084.02	65.27
Dept 371 - TOWNSHIP BUILDING INSPECTOR						
101-371-701.702	WAGES BUILDING ASSISTANT	19,872.83	19,872.83	1,560.35	(411.40)	102.07
101-371-701.703	WAGES - BUILDING OFFICIAL	98,316.14	98,316.14	7,562.78	0.00	100.00
101-371-701.704	WAGES - BUILDING INSPECTOR	28,930.13	28,930.13	6,240.00	4,011.88	86.13
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	500.00	500.00	0.00	500.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	500.00	500.00	0.00	500.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	41.57	201.69	79.83
101-371-960.000	EDUCATION & TRAINING	500.00	500.00	0.00	(1,421.00)	384.20
101-371-960.703	EDUCATION - BUILDING INSPECTO	0.00	0.00	225.00	(225.00)	100.00
101-371-965.000	DUES & PUBLICATIONS	2,000.00	2,000.00	0.00	1,597.00	20.15
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		152,619.10	152,619.10	15,629.70	5,753.17	96.23
Dept 448 - STREET LIGHTS - TOWNSHIP						
101-448-920.005	STREET LIGHTS TOWNSHIP	70,000.00	70,000.00	6,987.77	(2,215.09)	103.16

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		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Total Dept 448 - STREET LIGHTS - TOWNSHIP		70,000.00	70,000.00	72,215.09	6,987.77	(2,215.09)	103.16
Dept 701 - TOWNSHIP PLANNER							
101-701-701.900	WAGES - DIRECTOR OF PLANNING	93,004.61	93,004.61	93,004.60	7,154.20	0.01	100.00
101-701-701.901	WAGES - DEPUTY PLANNER	66,363.39	66,363.39	66,363.44	5,104.88	(0.05)	100.00
101-701-701.902	WAGES - PLANNER ASSISTANT	15,418.44	15,418.44	15,213.26	1,170.24	205.18	98.67
101-701-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-701-726.000	SUPPLIES	1,000.00	1,000.00	81.71	25.94	918.29	8.17
101-701-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-701-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	5,240.82	0.00	(240.82)	104.82
101-701-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	725.00	0.00	275.00	72.50
Total Dept 701 - TOWNSHIP PLANNER		189,386.44	189,386.44	180,628.83	13,455.26	8,757.61	95.38
Dept 702 - ZONING ADMINISTRATOR							
101-702-701.601	WAGES - ZONING ADMINISTRATOR	66,363.66	66,363.66	66,363.70	5,104.90	(0.04)	100.00
101-702-701.602	WAGES - ZONING CODE ENFORCER	31,241.60	31,241.60	31,857.42	2,403.20	(615.82)	101.97
101-702-701.603	WAGES ZONING ASSISTANT	15,418.44	15,418.44	15,212.91	1,170.21	205.53	98.67
101-702-701.604	WAGES -ZONING CODE ENFORCER	28,371.20	28,371.20	28,500.78	2,182.40	(129.58)	100.46
101-702-701.606	WAGES -ZONING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-702-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-702-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-702-860.602	MILEAGE - DEPT ZONING	150.00	150.00	145.39	0.00	4.61	96.93
101-702-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	178.50	0.00	1,821.50	8.93
101-702-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 702 - ZONING ADMINISTRATOR		145,694.90	145,694.90	142,258.70	10,860.71	3,436.20	97.64
Dept 704 - ZONING BOARD OF APPEALS							
101-704-701.001	WAGES - ZONING	1,200.00	1,200.00	1,000.00	125.00	200.00	83.33
101-704-701.002	WAGES - ZONING	1,200.00	1,200.00	625.00	0.00	575.00	52.08
101-704-701.003	WAGES - ZONING	1,200.00	1,200.00	1,000.00	125.00	200.00	83.33
101-704-701.004	WAGES - ZONING	1,200.00	1,200.00	2,000.00	125.00	(800.00)	166.67
101-704-701.005	WAGES - ZONING	1,200.00	1,200.00	1,250.00	250.00	(50.00)	104.17
101-704-801.000	LEGAL SERVICES	10,000.00	10,000.00	8,607.95	58.00	1,392.05	86.08
101-704-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	633.75	55.00	366.25	63.38
101-704-901.000	ADVERTISING	2,000.00	2,000.00	982.40	168.95	1,017.60	49.12
101-704-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 704 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	16,099.10	906.95	3,900.90	80.50
Dept 707 - PLANNING COMMISSION							
101-707-701.800	WAGES - PLANNING	3,200.00	3,200.00	2,500.00	125.00	700.00	78.13
101-707-701.801	WAGES - PLANNING	3,200.00	3,200.00	2,750.00	250.00	450.00	85.94
101-707-701.802	WAGES - PLANNING	3,200.00	3,200.00	2,500.00	125.00	700.00	78.13
101-707-701.804	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-707-701.805	WAGES - PLANNING	3,200.00	3,200.00	2,500.00	125.00	700.00	78.13
101-707-701.806	WAGES - PLANNING	3,200.00	3,200.00	2,375.00	125.00	825.00	74.22
101-707-701.808	WAGES - PLANNING	3,200.00	3,200.00	2,750.00	125.00	450.00	85.94
101-707-801.000	LEGAL SERVICES	25,000.00	25,000.00	4,417.75	0.00	20,582.25	17.67

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		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-707-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	1,969.50	227.25	4,030.50	32.83
101-707-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-707-901.000	ADVERTISING	2,000.00	2,000.00	1,145.75	195.25	854.25	57.29
101-707-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	94.00	0.00	1,906.00	4.70
101-707-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 707 - PLANNING COMMISSION		59,400.00	59,400.00	25,252.00	1,422.50	34,148.00	42.51
Dept 720 - COMMUNITY PROMOTIONS							
101-720-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	20,000.00	20,000.00	0.00	0.00	100.00
101-720-880.004	COM. PROM. - TC-TALUS	5,000.00	5,000.00	3,378.13	0.00	1,621.87	67.56
101-720-880.007	COM. PROM. - COMMUNITY AWAREN	40,000.00	40,000.00	56,068.75	0.00	(16,068.75)	140.17
101-720-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.009	COM. PROM. - TREE CARE	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	78,906.02	0.00	21,093.98	78.91
Total Dept 720 - COMMUNITY PROMOTIONS		146,100.00	165,100.00	158,352.90	0.00	6,747.10	95.91
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	9,001.44	750.12	98.56	98.92
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	1,640.00	0.00	2,360.00	41.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		13,100.00	13,100.00	10,641.44	750.12	2,458.56	81.23
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	30,000.00	30,000.00	6,684.25	0.00	23,315.75	22.28
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	50,000.00	50,000.00	91,320.00	0.00	(41,320.00)	182.64
101-900-970.003	CAPITAL OUTLAY - COMPUTERS	15,000.00	15,000.00	13,361.53	8,122.48	1,638.47	89.08
101-900-970.004	CAPITAL OUTLAY - VEHICLES	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		155,050.00	155,050.00	111,365.78	8,122.48	43,684.22	71.83
TOTAL EXPENDITURES		3,856,972.73	3,924,649.63	3,549,633.41	148,661.37	375,016.22	90.44
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,856,972.73	3,924,649.63	3,549,633.41	148,661.37	375,016.22	90.44

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		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 208 - PARK/RECREATION FUND							
Expenditures							
Dept 000							
208-000-701.905	WAGES - REC BOARD	7,000.00	7,000.00	4,250.00	0.00	2,750.00	60.71
208-000-701.906	Parks Steward	31,241.60	31,241.60	30,625.78	2,403.20	615.82	98.03
208-000-701.907	Park Steward 2	28,371.20	28,371.20	28,241.62	2,182.40	129.58	99.54
208-000-711.010	SOCIAL SECURITY - EMPLOYER	32,000.00	32,000.00	4,758.35	345.29	27,241.65	14.87
208-000-711.030	BENEFITS	999.70	999.70	0.00	0.00	999.70	0.00
208-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-000-805.000	CONTRACTED AND OTHER SERVICES	82,980.00	82,980.00	61,969.60	3,854.80	21,010.40	74.68
208-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.008	COM. PROM. - Cont. Serv GTCD	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
208-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.015	COM. PROM. - PARK & TRAIL MAI	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
208-000-890.000	CONTINGENCIES	100.00	100.00	0.00	0.00	100.00	0.00
208-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	6,828.39	705.27	18,171.61	27.31
208-000-970.000	CAPITAL OUTLAY	365,000.00	365,000.00	47,852.17	0.00	317,147.83	13.11
Total Dept 000		584,592.50	584,592.50	184,525.91	9,490.96	400,066.59	31.56
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
208-851-711.010	SOCIAL SECURITY - EMPLOYER	5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
TOTAL EXPENDITURES		590,000.00	590,000.00	184,525.91	9,490.96	405,474.09	31.28
Fund 208 - PARK/RECREATION FUND:							
TOTAL EXPENDITURES		590,000.00	590,000.00	184,525.91	9,490.96	405,474.09	31.28



January 2, 2025

Mr. Joe McManus
Mr. Chris Barsheff
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

RE: Grand Traverse Commons – City of Traverse City
Water System Upgrades

Dear Mr. McManus and Mr. Barsheff,

We have reviewed the plans for the proposed water system improvements associated with the above referenced project. Our review was limited to the potential impact to the existing Garfield Township infrastructure and customers serviced only and did not pertain to the design and/or construction standards for the watermain infrastructure itself as it will be owned and operated by the City of Traverse City. The review was based on the current standards adopted by Garfield Township in conjunction with the Grand Traverse County Department of Public Works as well as Michigan Department of Environmental Quality requirements, Ten State Standards and accepted engineering practice for this area. The plans were prepared by HRC dated December 19, 2024 and received by our office on December 20, 2024. Based upon our review on behalf of Garfield Township with respect to utilities, I offer the following comments.

DESCRIPTION OF THE PROPOSED PROJECT

Water System

The proposed water system improvements are to be owned and operated by the City of Traverse City, on property that is within both Garfield and City of Traverse City limits, known as the Grand Traverse Commons. The property currently is serviced by City infrastructure, but historically specific areas have consistently experienced low and/or inadequate water pressure. A stakeholder group was recently formed with members from Brownfield, Joint Rec Authority, City of TC, Garfield Township and respective engineering consultants to identify a long-term solution to provide a reliable and adequate water supply / pressure to select areas within the property. The project consists of the construction of a new dedicated water transmission line, watermain extensions and check valves to supply. The supply is intended to be provided from Garfield Township via a metered water connection proposed within the existing Munson Booster Station #4.

IMPACT ON THE EXISTING SYSTEM

Water System Capacity

The Garfield Township water distribution system is divided up into four (4) distinct service districts with the limits defined by the existing infrastructure that services the users. With The City being the sole source of water for Garfield Township, all districts will incur some effect from the project. However, the



proposed project would most directly affect the Northwest Service District. The existing one (1) million-gallon storage tank located off Cedar Run Road that is owned and operated by the Township would provide storage and pressure to serve this development. The tank was originally constructed in 2018, and directly supplies the Northwest Service District with supply from Booster Station #3 (Silverpines). The tank was designed to meet the existing and future domestic and fire flow demands for the area. Review of existing population served and flow demands, the tank was designed to accommodate approximately 2,350 REUs (residential equivalent units) and provide fire flow of 2,500 GPM for 2 hours respectively. To date, approximately 1800 REUS exist within this service district that are serviced by this tank.

Review of the Basis of Design submitted by the City of Traverse City to Gourdie Fraser dated October 29, 2024 identified the flow demands requested to be provided by the Garfield Township infrastructure via the Munson Booster Station #4 connection to service individual properties within the Grand Traverse Commons. A summary of the domestic and fire flow demands is noted below:

- Existing = 324 REUs Domestic Demand = 66 GPM Average Day / 163 GPM Max Day
- Proposed = 295 REUs Domestic Demand = 64 GPM Average Day / 153 GPM Max Day
- Fire Flow requested from the Township would be 1,066 GPM per Memo dated November 6, 2024

Water storage tanks are required for areas servicing over 149 REUs and shall have capacity to meet domestic and fire flow demands. For simplicity, this new service area would require adequate water storage capacity to meet average day demand plus fire flow. This negates accounting for existing infrastructure capable of meeting peak demands. A summary of the storage capacity needed to serve this development is defined below. Please note this value maybe conservative as it does not account for reductions as allowed by EGLE however it also does not account for emergencies such as a main break and additional review and evaluation to confirm is recommended.

- Existing = 95,000 Gallons Average Demand + 127,900 Gallons Fire Flow = 222,920 Gallons
- Proposed = 92,000 Gallons Average Demand + 127,900 Gallons Fire Flow = 219,900 Gallons
- Total Gallons to service existing and proposed would be as high as 450,000 Gallons

In summary, service to this development is available and will provide the volumes and pressures needed to serve the area, however it does have impact on the existing Garfield Township infrastructure as outlined above. This volume of capacity needed will reduce the available service life of the existing storage tank per EGLE (10 State Requirements) and this volume will need to be allocated and most likely exhaust the remaining available capacity that was intended for future growth / customers within Garfield Township.

Existing Station Operations

The Existing Booster Station #4 was taken offline in 2022 after the completion of the Cedar Run tank and associated water infrastructure. The DPW isolated the station by closing the exterior valves 517, 518 and 519 outside the building, drained the interior mechanical lines inside the building and shutoff the pump disconnects. The DPW does maintain the building including lights and HVAC system and conducts weekly site inspections including pressure checks and collecting water samples as needed. The available water pressure at this location is approximately 100 psi and residual chlorine levels in the



vicinity are approximately 0.5 ppm. GFA has coordinated with the DPW to conduct a hydrant flow test as required for EGLE Act 399 permitting and will submit results to the City upon receipt.

Proposed Operations

The City of Traverse is requesting a connection to the Garfield Township water system to provide better water supply and pressure to portions of the Grand Traverse Commons. The water supply will be provided from the existing Water Storage tank located at Cedar Run Road with gravity providing the means for pressure. The City is proposing to use the existing Munson Booster Station that was historically used as a connection point to send water from the City to the Township utilizing pumps to increase flow and pressure to the upper elevations. The connection as proposed intends to modify existing mechanical piping within the building and install a master meter and Pressure Reducing Valve and reverse flow and send water from the Township into the City.

COMMENTS ON THE PLANS / SPECIFICATIONS

Sheet 2

1. Garfield Township, Grand Traverse County and their respective engineers are requested to also be listed under the project notes as additional parties not to be held responsible for omission or variations of public utilities.
2. It is requested that the City provide an overall service area map along with flow directions for the proposed check valves. It is presumed the directions of flow for these, but it would be beneficial to have a map to confirm areas served are clearly defined. It does appear that there potentially outlying watermain that would have access to this connection and serve areas outside the defined limits such as Medical Campus Drive. Watermain extends east into the City limits beyond the proposed transmission line that may connect and is unclear.

Sheet 6

1. The following notes are requested to be added to the plans:
 - The Booster station is owned by the Charter Township of Garfield and operated by the Grand Traverse County Department of Public Works (GTCDPW). Facility access and modifications shall be coordinated with GTC DPW and valve operations performed by GTC DPW.
 - There does not appear to be any notes related to demolition (salvage / material disposal), staging, testing and/or startup for the upgrades within the building. The existing system has been offline for quite some time and prior to that water was sent from east to west and now water will be sent in the opposite direction. There is potential for material settling and consideration to flush the lines/ hydrants for cleansing is recommended in addition to standard chlorination and bacti testing per AWWA guidelines. Swabbing with chlorine and visual pressure test inspection do not seem appropriate in this application.
 - System shall NOT be allowed to be placed into service until it has been tested and approved by the GTCDPW, Garfield Township, City and respective engineers.
2. The existing exterior valves that are currently closed should be illustrated on the plans along with valve numbers. In addition, the existing easement limits of the building and watermain



should be shown to depict limits of ownership and access for the contractor reference as all work is to be performed within. If work is to be performed on private property contractor should be responsible for obtaining approval from respective owner.

3. It is recommended to better clarify on the plans the existing / decommissioned piping limits including existing valves that are currently or proposed to be closed. It does appear that connections do remain between the existing and proposed piping and it is requested that a physical gap and blind flange be added to ensure no backflow and/or circulation of water in the existing pump suction / discharge piping. These pumps have been decommissioned and not intended to be placed back into service. It is presumed access to the existing onsite pressure relief valve is intended to remain online which seems appropriate. However connections to the existing pump piping need to be terminated and contractor should be responsible to field verify and confirm the existing relief valve is functional.
4. A single 8" PRV is proposed, and we strongly recommend reviewing operations and flow with the selected manufacturer. It has been our experience with relying solely on one (1) large PRV that the it will be susceptible to water hammer and the use of multiple sized PRVs to accommodate low and high flow would better in this application. An 8" PRV alone could generate a significant wear, vibration and noise and with time have impact on both water systems long-term causing leaks, breaks etc.. In addition, the City may want to consider installing a surge anticipator valve depending on the water pressure reduction proposed. Multiple PRV lines and bypass are consistent with the City's standard PRV detail.
5. Upstream and downstream pressures gauges and a sample tap may want to be added for additional monitoring and testing.
6. A City SCADA panel is illustrated but unclear for what purpose nor intentions for connection / communication. The station has available existing communication via radio but would require coordination with GTC DPW for access. In addition, if the City intends on monitoring flow and pressures via SCADA, it is requested that the GTC DPW / Garfield Township also have access to this data and transmitted to their SCADA that is already available onsite for monitoring purposes.
7. It appears a single 10" meter is proposed and based upon the flow demands proposed may be oversized and not able to register the low flows (average daily demands or less). It is also recommended that a testing port be added to the meter.
8. It is recommended that a bypass line be added for both the PRV(s) and meter including isolation valves to accommodate future maintenance and repairs.
9. There was no electrical or SCADA plan information provided and presumed at a minimum power supply to the Master Meter is needed. This information needs to be provided for review and connections / modifications need to be coordinated with the GTC DPW to ensure it does not interfere with their existing system operations.

Specifications

1. The specifications provided were all related to HMA and/or buried watermain. There was no interior mechanical piping specifications provided to review relevant to the Booster Station Modification. There were no specifications provided denoting types of meter, PRV, and/or accessories or restraints as noted on Sheet 6. This information needs to be provided for review, including materials, installation measures, testing procedures, warranty and acceptance process.



RECOMMENDATIONS

We appreciate the opportunity to assist the Township and provide technical review of this project and potential to collaborate with the City to provide reliable quality water supply to the Grand Traverse Commons. Once comments and /or clarifications are provided adequately addressing the above items noted we will be able to finalize our review and work with Township staff to prepare an EGLE Act 399 for connection to the Garfield Townships' infrastructure. In addition to this step of the project, as outlined in an email GFA sent on behalf of Garfield Township to the stakeholders involved in this project on December 11, 2024, there are outstanding contractual and infrastructure ownership and O&M (building access, utility costs, etc) issues that also need to be resolved before the Township will consider approving use of the system and transfer of flows. I anticipate discussions on this will occur soon and am available to assist per your request. If you have any questions, please don't hesitate to contact me at (231) 946-5874.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jennifer Graham'.

Jennifer Graham, P.E.

Project Manager

CC: Kent Nothstine, Interim Director, GTC DPW
Elizabeth Vogel, City of Traverse City Manager
Art Krueger, City of Traverse City Director of Municipal Utilities
Lauren Tribble- Laucht, City of Traverse City Attorney
Mark Nettleton, Garfield Township Legal Representation



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
 TRAVERSE CITY, MICHIGAN 49684
 PH: (231) 941-1620 • FAX: (231) 941-1588

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Proposed Amendment 1 to Ordinance No. 49, entitled “Stormwater Ordinance”

Date: Wednesday, January 8, 2025

BACKGROUND:

Staff has prepared Amendment 1 to Charter Township of Garfield Ordinance No. 49 –Stormwater Ordinance for your consideration. Amendment 1 to Ordinance No. 49, if adopted, would remove references to Grand Traverse County as the principal enforcement agency and assign the Charter Township of Garfield as the sole enforcement agency for this Ordinance. The proposed amendment is part of a longer-range plan to amend the Stormwater Ordinance to address standards and references that have been identified by our engineer and the County Drain Commissioners as outdated and difficult to enforce.

KEY ORDINANCE AMENDMENTS:

The proposed Amendment to Ordinance No. 49, as written, would address the following inconsistencies in the current Ordinance:

- Removes references to the Grand Traverse County Drain Commissioner as the primary enforcement agent and establishes the Township as the sole enforcement agency.
- Removes references to Grand Traverse County design standards and replaces with references to Township design standards,
- Removes references to the Grand Traverse County Soil Erosion Control Ordinance in favor of more generic references to soil erosion control review,
- Removes reference to the Grand Traverse County Construction Board of Appeals as the appeals body for the Ordinance in favor of the Township Building Code Board of Appeals,
- Removes references to Grand Traverse County Fee Schedule in favor of a Fee Schedule adopted by the Township Board.

PROCESS TIMELINE:

The proposed amendment, if adopted, would become Amendment 1 to Ordinance No. 49; adopting this Ordinance will consist of the following steps:

- Township Board introduction and scheduling a public hearing for the next Township Board meeting. (*Ordinance was introduced during December 10, 2024 Board Meeting*)
- Township Board public hearing and action / resolution on Ordinance adoption.

ACTION REQUESTED:

The proposed text amendment is being placed on tonight’s agenda for public hearing and potential adoption by the Township Board. If, following discussion and the public hearing, the Township Board is satisfied with the proposed text amendment as presented, the next step is to adopt the proposed resolution attached to this report. The following motion is suggested:

MOTION THAT Resolution #2025-01-T adopting Amendment No. 1 to Ordinance No. 49, Garfield Township Stormwater Ordinance, BE ADOPTED.

Any additional information deemed necessary by the Township Board should be added to this motion.

Attachments:

1. Resolution #2025-01-T adopting Amendment No. to Ordinance No. 49, Garfield Township Stormwater Ordinance.
2. Proposed Amendment 1 to Ordinance No. 49 with proposed amendments shown in redline.

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

ORDINANCE NO. 49 (Stormwater Ordinance): AMENDMENT NO. 1

RESOLUTION #2025-01-T

A RESOLUTION TO AMEND CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 49 (Stormwater Ordinance):

WHEREAS Public Act 359 of 1947 (MCL 42.15, et seq.) authorizes the Charter Township of Garfield to enact ordinances considered necessary for the peace, health, and safety of persons and property in the Charter Township; and

WHEREAS the Township would like to update its Stormwater Ordinance to remove references to Grand Traverse County as the enforcement agency and to recognize the Charter Township of Garfield as the principal enforcement agency; and

WHEREAS the Township would like to make other minor corrections to its Stormwater Ordinance.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 1 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 49 (Stormwater Ordinance):

THAT THE ENTIRETY OF THE ORDINANCE BE AMENDED by replacing references to “The Grand Traverse County Drain Commissioner” with “The Charter Township of Garfield” as the enforcement agent of this Ordinance.

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

**ORDINANCE NO. 49
CHARTER TOWNSHIP OF GARFIELD
STORM WATER CONTROL ORDINANCE
Amendment 1**

AN ORDINANCE TO PROVIDE FOR STORM WATER MANAGEMENT PRACTICES AND REVIEW OF STORM WATER MANAGEMENT PLANS IN CONFORMANCE WITH STANDARDS ADOPTED BY THE CHARTER TOWNSHIP OF GARFIELD.

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Applicability. Except as otherwise provided in this Ordinance, any earth changes, as defined as in Part 91, 1994 PA 451, as amended, that meet any of the following criteria require a Storm Water Runoff Control Permit:

- A. Disturb 1 or more acres of land

- B. Within 500 feet of the ordinary high water mark of a lake or stream
- C. Commercial use development
- D. Mobile home park or manufactured home development
- E. Multiple family residential development or P.U.D.
- F. Site condominium or condominium developments as defined by Act 59 of the Public Acts of 1978, as amended
- G. Platted subdivision development
- H. Private roads which access 3 or more development parcels

Section 2. Design Standards. “Design standards” as used in this ordinance means the Uniform Storm Water Control Design and Installation Standards for Municipalities in Grand Traverse County and are adopted as if fully set forth herein.

Section 3. Enforcement Agent. The Charter Township of Garfield may designate such agents as Township deems necessary to carry out the purposes of this ordinance.

Section 4. Earth Change Permit.

A. Application. Permit applications shall be submitted to the enforcement agent. Copies of the permit application form shall be made available by the enforcement agent. Application for a permit and issuance of the permit shall be made prior to the start of any earth change requiring a permit under this ordinance. Submission of an application for permit shall constitute consent by the property owner for the enforcement agent or his designated representative to enter upon the property for purposes of inspections attendant to the application. The application shall contain, at a minimum, all of the following:

1. A map or maps at a scale of not more than 200 feet to the inch or as otherwise determined by the enforcement agent, including a legal description and site location sketch that includes the proximity of any proposed earth change to lakes, streams, and or wetlands; predominant land features; and contour intervals or slope description and all applicable setbacks.
2. A soils survey or a written description of the soil types of the exposed land areas contemplated for the earth change.
3. A description and the location of the physical limits of each proposed earth change.
4. The location of all lakes, streams, and wetlands partially or completely contained within the boundaries of the site or within 50 feet of the site boundary.
5. A description and the location of all existing and proposed on-site storm water management and dewatering facilities.
6. The timing and sequence of each proposed earth change.

7. The location and description for installing and removing all proposed temporary soil erosion and sedimentation control measures.
8. A description and the location of all proposed permanent storm water control measures or devices.
9. The enforcement agent may require, as defined in Section 1, that the storm water runoff control plan be prepared by a State of Michigan licensed landscape architect, architect, land surveyor or professional engineer. If the enforcement agent also requires an additional professional consultant (engineer and/or attorney) to review the plans submitted, all review costs shall be paid for by the developer
10. The person(s) or organization(s) responsible for maintenance shall be designated in the plan.
Options include
 - a) Property owner
 - b) Homeowner's association, provided that provisions for financing necessary maintenance are included in deed restrictions or other contractual agreements
 - c) Grand Traverse County Drain Commissioner, in accordance with the Michigan Drain Code, Public Act 40 of 1956, as amended, if the storm water conveyance facilities are within a designated Drain District.

B. Sequential Application.

1. If a development on a site is so large or complex that a storm water control plan encompassing all phases of the project cannot reasonably be prepared prior to initial groundbreaking, then an application for a permit for successive major incremental earth change activities may be allowed.
2. Requests for sequential applications shall be approved by the enforcement agent prior to submittal of the initial permit application. Approval of sequential applications shall take place in two phases. First, the overall conceptual plan for the entire development shall be submitted for review and approval. Second, detailed plans for sections of the total project shall be submitted for review and approval upon the request of the enforcement agent.
3. All permits processed and issued for phases of a project shall be clearly defined as to the nature and extent of work covered. Each phase of the project must be reviewed and permitted by the enforcement agent prior to construction.

C. Permit Application Review. Concurrent with and pursuant to issuance of any required Soil Erosion and Sedimentation Control Permit, the enforcement agent shall approve, approve with conditions, or deny an application after the completed application is submitted together with all required plans and fees. The enforcement agent shall reject any application which is incomplete.

D. Approval – Certification Not Required. Approval shall be granted if the storm water control plan meets the requirements set forth in the design standards and the requirements of this ordinance.

E. Approval – Certification Required. For any site requiring that a storm water control plan be prepared by a State of Michigan registered professional, the enforcement agent shall grant approval if the storm water control plan meets the requirements set forth in the design standards and upon receipt by the enforcement agent of a letter from the registered professional certifying that the storm water control plan meets all of the requirements of the design standards.

- F. Approval with Conditions.** If the application is approved with conditions, the enforcement agent must state in writing the conditions upon which approval is based.
- G. Denial.** The enforcement agent shall notify the applicant in writing if the application is denied and the reasons for the denial.
- H. Permit Expiration.** All permits approved by the enforcement agent shall expire upon the occurrence of project completion date provided on the application or 1 year, whichever occurs first. The enforcement agent may extend the permit for a period not to exceed one year upon good cause shown by the landowner or permit applicant. The enforcement agent may charge an additional fee to cover the cost of continued inspections, the amount of which is specified in the current permit and review fee schedule, in effect for the Township. All fees are to cover administrative expenses of processing the storm water control permit including inspections and monitoring of projects.
- I. Permit Revocation or Suspension.** A permit issued under this ordinance may be revoked or suspended by the enforcement agent for any of the following reasons:
- 1) A violation of a condition of the permit
 - 2) Misrepresentation or failure to fully disclose relevant facts in the application
 - 3) A change in condition that requires a temporary or permanent change in the activity
 - 4) Authorized work is abandoned or suspended for a period of six months or more.
 - 5) A non-approved waiver of the buffers and setbacks established in the design standards.

Notification of a revocation or suspension shall be made in writing. The notice will specify the reason(s) for the revocation or suspension and the time for an appeal of the revocation or suspension.

Section 5. Storm Water Management Easements. All easements that are necessary to implement the approved drainage plan and to otherwise comply with this ordinance in form and substance shall be recorded with the Grand Traverse County Register of Deeds prior to issuance of a permit by the enforcement agent. The easements shall assure access for proper inspection and maintenance of storm water runoff facilities and shall provide adequate emergency overland flow-ways.

Section 6. Performance Guarantees. As a condition of issuance of a permit, the enforcement agent may require the applicant to deposit cash, a certified check, or an irrevocable letter of credit acceptable to the enforcement agent in an amount sufficient to assure the installation and completion of the storm water control plan. Irrevocable letters of credit, if used as a performance guarantee, shall extend for a minimum of one year with the option of renewal. The required security shall be held in the office of the enforcement agent and shall be released only upon final inspection and approval of the storm water control systems.

Section 7. Final Inspection and Approval or Denial of Completed Storm Water Control Measures or Devices. Upon completion of a storm water control plan, the property owner, applicant, or other authorized representative of the property owner shall notify the enforcement agent. The enforcement agent shall conduct a final inspection within 10 days after being notified of the completion. The enforcement agent shall either approve or not approve the completed storm water control measures and devices on a form prepared by the enforcing agent within 30 days following inspection. If changes occur to the original plan during the course of construction, the enforcement agent may require final "as built" drawings before making a final inspection or in making a determination as to final approval or denial of the installed storm water control plan

- A. Approval – Certification Not Required.** Approval shall be granted if the storm water control measures as completed meet the requirements set forth in the storm water control plan.

- B. Approval – Certification Required.** For any site requiring that a storm water control plan be prepared by a registered professional, the enforcement agent shall grant approval if the storm water control measures as completed meet the requirements set forth in the storm water control plan and upon receipt by the enforcement agent of a letter from a licensed professional civil engineer certifying that all storm water measures have been completed in accordance with the storm water control plan.
- C. Denial.** The enforcement agent shall notify the applicant in writing if the request for closure of the permit is denied and the reasons for the denial.

Section 8. Maintenance.

A. Routine Maintenance

- 1) All storm water control plans shall be maintained according to the measures outlined in the design standards, and as approved in the permit.
- 2) The person(s) or organization(s) responsible for maintenance shall be designated in the plan. Options include
 - a) Property owner
 - b) Homeowner's association, provided that provisions for financing necessary maintenance are included in deed restrictions or other contractual agreements
 - c) Grand Traverse County Drain Commissioner, in accordance with the Michigan Drain Code, Public Act 40 of 1956, as amended, if the storm water conveyance facilities are within a designated Drain District.
- 3) Maintenance agreements shall specify responsibilities for financing maintenance and shall be recorded with the Register of Deeds before the permit can be closed.

B. Non-Routine Maintenance. Non-routine maintenance includes maintenance activities that are expensive but infrequent, such as pond dredging or major repairs to storm water structures.

- 1) Non-routine maintenance shall be performed on an as needed basis based on information gathered during regular inspections.
- 2) If non-routine maintenance activities are not completed in a timely manner or as specified in the approved plan, the Charter Township of Garfield may complete the necessary maintenance at the owner's/operator's expense.

C. Maintenance Inspections

- 1) The person(s) or organization(s) responsible for maintenance shall inspect storm water control systems on a regular basis, as outlined in the plan.
- 2) Authorized representatives of the enforcement agent may enter at reasonable times to conduct on-site inspections or routine maintenance.
- 3) For storm water control systems maintained by the property owner or homeowner's association, inspection and maintenance reports shall be filed with the enforcement agent as provided in the plan.
- 4) Authorized representatives of the enforcement agent may conduct inspections to confirm the information in the reports filed under section c.

Section 9. Fees. All fees shall be paid in accordance with the current permit and review fee schedule adopted by the Charter Township of Garfield Board. All fees are to cover administrative expenses of processing the storm water control permit including inspections and monitoring of projects.

Section 10. Enforcement.

- A. Violations.** It shall be a violation of this ordinance to do any of the following:
- 1) To make an earth change without first obtaining a permit as required by this ordinance
 - 2) To provide false or misleading information in an application for permit
 - 3) To fail to follow approved storm water control plan
 - 4) To fail to maintain a storm water control measure or device in accordance with an approved storm water control plan
- B. Notice of violation.** Whenever there is a failure to comply with the provisions of this ordinance, the enforcement agent shall notify the applicant/owner that he/she has five calendar days from the receipt of the notice to temporarily correct the violation and 30 days from receipt of the notice to permanently correct the violation. The enforcement agent for good cause demonstrated by the permittee may make reasonable extensions. Notice shall be made by certified mail, return receipt requested.
- C. Enforcement Actions.** Should the applicant/owner fail to take the corrective actions specified in the notice of violation, the enforcement agent may take any or all of the following actions:
- 1) Issue or cause to be issued a municipal civil infraction
 - 2) Take whatever remedial actions are necessary and assert a lien on the subject property in an amount equal to the costs of remedial actions. The lien shall be enforced in the manner provided or authorized by law for the enforcement of common law liens on personal property. The lien shall be recorded with the Grand Traverse County Register of Deeds and shall incur legal interest from the date of recording. The imposition of any penalty shall not exempt the offender from compliance with the provisions of this ordinance, including assessment of a lien on the property.
- D. Emergency Actions.** When emergency actions are necessary to moderate a nuisance, to protect the public safety, health, and welfare, and/or to prevent the loss of life, injury, or damage to property, the enforcement agent is authorized to carry out or arrange for all such emergency actions, and to enforce penalties and/or liens as described herein.
- E. Cease & Desist Orders.** The enforcement agent may issue a cease and desist order or revoke a permit upon the determination that there is a violation of this ordinance. A cease and desist order, when issued, shall require all earth change activities to stop immediately.
- F. Injunctive Relief.** Notwithstanding any other remedy available under this ordinance, the enforcement agent may maintain an action in a court of competent jurisdiction for an injunction or other process against a person to restrain or prevent violations of this ordinance.
- G. Fines & Penalties.**
- 1) A violation of this ordinance is a municipal civil infraction punishable by a fine not exceeding \$500.00 per day of violation.
 - 2) A knowing violation of this ordinance or interference with the enforcement of this ordinance by the enforcement agent or any person duly authorized to carry out the purposes of this ordinance is a misdemeanor punishable by imprisonment for up to 90 days, and/or a fine of up to \$500.00 or both.
 - 3) An action for the violation of this ordinance shall be instituted in the 86th District Court for Grand Traverse County. Fines and costs imposed or assessed in such an action shall be distributed in accordance with section 8379 of the revised judicature act of 1961, 1961 PA 236, MCL 600.8379.

Section 11. Waiver. The enforcement agent responding to a specific earth change as provided for in Section 3 may waive certain requirements specified in the ordinance upon being provided with demonstrable evidence of special circumstances warranting waiver, but only upon finding that both of the

following requirements are met:

- A. The application of the ordinance provisions will present or cause practical difficulties for a development or development site; provided, however, that practical difficulties shall not include the need for the developer to incur additional reasonable expenses in order to comply with the ordinance; and
- B. The granting of the relief requested will not substantially prevent nor result in less effective management of storm water runoff.

Section 12. Appeals. Any person aggrieved by the action or inaction of the enforcement agent related to this ordinance may appeal to the Charter Township of Garfield Building Code Board of Appeals. All requests for appeal shall be filed in writing within 30 days of the action or inaction appealed from and includes the basis of the appeal. In considering any such appeal, the Board may grant a variance from the terms of this ordinance so as to provide relief, in whole or in part, from the action being appealed, but only upon finding that both of the following requirements are met:

- A. The application of the ordinance provisions being appealed will present or cause practical difficulties for a development or development site; provided, however, that practical difficulties shall not include the need for the developer to incur additional reasonable expenses in order to comply with the ordinance; and
- B. The granting of the relief requested will not substantially prevent nor result in less effective management of storm water runoff.

The filing of an appeal does not preclude other remedies available to either party, nor does it act as a stay of any order from the enforcement agent for the installation of measures or controls to reduce or eliminate storm water runoff pending the outcome of the appeal.

Section 13. Separate Causes of Action. Nothing in this ordinance impairs or precludes a separate cause of action provided by statute or common law for conduct prohibited herein.

Section 14. Other Ordinances. This ordinance shall be in addition to other ordinances of the Charter Township of Garfield and shall not be deemed to repeal or replace other ordinances or parts of other ordinances except to the extent that such repeal is specifically provided for in this ordinance. This ordinance is intended to work in conjunction with any County or Township Soil Erosion and Sedimentation Control Ordinances along with other state and federal laws affecting water and quality.

Section 15. Notice. Notice means delivery by first class mail unless otherwise specified in this ordinance.

Section 16. Severability. The provisions of this ordinance are severable and if any part is declared void or unenforceable by a court of competent jurisdiction, the remaining parts shall remain in force.

Section 17. Effective Date. This ordinance shall take effect seven (7) days after it is published

At a regular meeting held on _____, a motion was offered by _____, with support from _____, to approve the foregoing Amendment 1 to Ordinance No. 49. The motion carried as follows in a roll call vote.

Upon roll call vote, the following voted:

YES:

NO:

ABSENT:

AMENDMENT 1 to ORDINANCE NO. 49 ADOPTED.

Joe McManus, Supervisor

Lanie McManus, Clerk

CERTIFICATE

I, Lanie McManus, the Clerk of Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2025-01-T, Amendment 1 to Ordinance No. 49, which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of January, 2025. Ordinance No. 49 Amendment 1 shall take effect upon the expiration of seven (7) days following publication.

Date

Lanie McManus
Clerk

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY
STATE OF MICHIGAN

ORDINANCE NO. 49
CHARTER TOWNSHIP OF GARFIELD
STORM WATER CONTROL ORDINANCE
Amendment 1

AN ORDINANCE TO PROVIDE FOR STORM WATER MANAGEMENT PRACTICES AND REVIEW OF STORM WATER MANAGEMENT PLANS IN CONFORMANCE WITH STANDARDS ADOPTED BY THE ~~GRAND TRAVERSE COUNTY DRAIN COMMISSIONER~~ CHARTER TOWNSHIP OF GARFIELD.

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Applicability. Except as otherwise provided in this Ordinance, any earth changes, as defined as in Part 91, 1994 PA 451, as amended, that meet any of the following criteria require a Storm Water Runoff Control Permit:

- A. Disturb 1 or more acres of land
- B. Within 500 feet of the ordinary high water mark of a lake or stream
- C. Commercial use development
- D. Mobile home park or manufactured home development
- E. Multiple family residential development or P.U.D.
- F. Site condominium or condominium developments as defined by Act 59 of the Public Acts of 1978, as amended
- G. Platted subdivision development
- H. Private roads which access 3 or more development parcels

Section 2. Design Standards. "Design standards" as used in this ordinance means the Uniform Storm Water Control Design and Installation Standards for Municipalities in Grand Traverse County and are adopted as if fully set forth herein.

Section 3. Enforcement Agent. ~~The Grand Traverse County Drain Commissioner is authorized as the primary enforcement agent for the Charter Township of Garfield for carrying out this ordinance, and The Charter Township of Garfield~~ may designate such agents, as ~~the Drain Commissioner~~ Township deems necessary to carry out the purposes of this ordinance. ~~In~~

~~addition, the Township is also authorized to act as enforcement agent, and retains the discretion to enforce this Ordinance by the Township's Ordinance Enforcement Officer if, in the Township's discretion, exigent or other appropriate circumstances require the Township to enforce this Ordinance.~~

Section 4. Earth Change Permit.

A. Application. Permit applications shall be submitted to the enforcement agent. Copies of the permit application form shall be made available by the enforcement agent. Application for a permit and issuance of the permit shall be made prior to the start of any earth change requiring a permit under this ordinance. Submission of an application for permit shall constitute consent by the property owner for the enforcement agent or his designated representative to enter upon the property for purposes of inspections attendant to the application. The application shall contain, at a minimum, all of the following:

1. A map or maps at a scale of not more than 200 feet to the inch or as otherwise determined by the enforcement agent, including a legal description and site location sketch that includes the proximity of any proposed earth change to lakes, streams, and or wetlands; predominant land features; and contour intervals or slope description and all applicable ~~set baeks~~setbacks.
2. A soils survey or a written description of the soil types of the exposed land areas contemplated for the earth change.
3. A description and the location of the physical limits of each proposed earth change.
4. The location of all lakes, streams, and wetlands partially or completely contained within the boundaries of the site or within 50 feet of the site boundary.
5. A description and the location of all existing and proposed on-site storm water management and dewatering facilities.
6. The timing and sequence of each proposed earth change.
7. The location and description for installing and removing all proposed temporary soil erosion and sedimentation control measures.
8. A description and the location of all proposed permanent storm water control measures or devices.
9. The enforcement agent may require, as defined in Section 1, that the storm water runoff control plan be prepared by a State of Michigan licensed landscape architect, architect, land surveyor or professional engineer. If the enforcement agent also requires an additional professional consultant (engineer and/or attorney) to review the plans submitted, all review costs shall be paid for by the developer

10. The person(s) or organization(s) responsible for maintenance shall be designated in the plan. Options include
 - a) Property owner
 - b) Homeowner's association, provided that provisions for financing necessary maintenance are included in deed restrictions or other contractual agreements
 - c) Grand Traverse County Drain Commissioner, in accordance with the Michigan Drain Code, Public Act 40 of 1956, as amended, if the storm water conveyance facilities are within a designated Drain District.

B. Sequential Application.

1. If a development on a site is so large or complex that a storm water control plan encompassing all phases of the project cannot reasonably be prepared prior to initial ~~ground breaking~~groundbreaking, then an application for a permit for successive major incremental earth change activities may be allowed.
2. Requests for sequential applications shall be approved by the enforcement agent prior to submittal of the initial permit application. Approval of sequential applications shall take place in two phases. First, the overall conceptual plan for the entire development shall be submitted for review and approval. Second, detailed plans for sections of the total project shall be submitted for review and approval upon the request of the enforcement agent.
3. All permits processed and issued for phases of a project shall be clearly defined as to the nature and extent of work covered. Each phase of the project must be reviewed and permitted by the enforcement agent prior to construction.

C. Permit Application Review. Concurrent with and pursuant to ~~the Grand Traverse County Soil Erosion Control Ordinance #25~~issuance of any required Soil Erosion and Sedimentation Control Permit, the enforcement agent shall approve, approve with conditions, or deny an application after the completed application is submitted together with all required plans and fees. The enforcement agent shall reject any application which is incomplete.

D. Approval – Certification Not Required. Approval shall be granted if the storm water control plan meets the requirements set forth in the design standards and the requirements of this ordinance.

E. Approval – Certification Required. For any site requiring that a storm water control plan be prepared by a State of Michigan registered professional, the enforcement agent shall grant approval if the storm water control plan meets the requirements set forth in the design standards and upon receipt by the enforcement agent of a letter from the registered professional certifying that the storm water control plan meets all of the requirements of the design standards.

F. Approval with Conditions. If the application is approved with conditions, the enforcement agent must state in writing the conditions upon which approval is based.

G. Denial. The enforcement agent shall notify the applicant in writing if the application is denied and the reasons for the denial.

H. Permit Expiration. All permits approved by the enforcement agent shall expire upon the occurrence of project completion date provided on the application or 1 year, ~~which everwhichever~~ occurs first. The enforcement agent may extend the permit for a period not to exceed one year upon good cause shown by the landowner or permit applicant. The enforcement agent may charge an additional fee to cover the cost of continued inspections, the amount of which is specified in the current permit and review fee schedule, in effect for the ~~Grand Traverse County Drain Commissioner's Office and may be amended by the County concurrent with and pursuant to the Grand Traverse County Soil Erosion Control Ordinance #25.Township.~~ All fees are to cover administrative expenses of processing the storm water control permit ~~and the soil erosion control permit~~ including inspections and monitoring of projects.

I. Permit Revocation or Suspension. A permit issued under this ordinance may be revoked or suspended by the enforcement agent for any of the following reasons:

- 1) A violation of a condition of the permit
- 2) Misrepresentation or failure to fully disclose relevant facts in the application
- 3) A change in condition that requires a temporary or permanent change in the activity
- 4) Authorized work is abandoned or suspended for a period of six months or more.
- 5) A non-approved waiver of the buffers and setbacks established in the design standards.

Notification of a revocation or suspension shall be made in writing. The notice will specify the reason(s) for the revocation or suspension and the time for an appeal of the revocation or suspension.

Section 5. Storm Water Management Easements. All easements that are necessary to implement the approved drainage plan and to otherwise comply with this ordinance in form and substance shall be recorded with the Grand Traverse County Register of Deeds prior to issuance of a permit by the enforcement agent. The easements shall assure access for proper inspection and maintenance of storm water runoff facilities and shall provide adequate emergency overland flow-ways.

Section 6. Performance Guarantees. As a condition of issuance of a permit, the enforcement agent may require the applicant to deposit cash, a certified check, or an irrevocable letter of credit acceptable to the enforcement agent in an amount sufficient to assure the installation and completion of the storm water control plan. Irrevocable letters of credit, if used as a performance guarantee, shall extend for a minimum of one year with the option of renewal. The required

security shall be held in the office of the enforcement ~~agent, and agent and~~ shall be released only upon final inspection and approval of the storm water control systems.

Section 7. Final Inspection and Approval or Denial of Completed Storm Water Control Measures or Devices. Upon completion of a storm water control plan, the property owner, applicant, or other authorized representative of the property owner shall notify the enforcement agent. The enforcement agent shall conduct a final inspection within 10 days after being notified of the completion. The enforcement agent shall either approve or not approve the completed storm water control measures and devices on a form prepared by the enforcing agent within 30 days following inspection. If changes occur to the original plan during the course of construction, the enforcement agent may require final “as built” drawings before making a final inspection or in making a determination as to final approval or denial of the installed storm water control plan

- A. Approval – Certification Not Required.** Approval shall be granted if the storm water control measures as completed meet the requirements set forth in the storm water control plan.
- B. Approval – Certification Required.** For any site requiring that a storm water control plan be prepared by a registered professional, the enforcement agent shall grant approval if the storm water control measures as completed meet the requirements set forth in the storm water control plan and upon receipt by the enforcement agent of a letter from a licensed professional civil engineer certifying that all storm water measures have been completed in accordance with the storm water control plan.
- C. Denial.** The enforcement agent shall notify the applicant in writing if the request for closure of the permit is denied and the reasons for the denial.

Section 8. Maintenance.

A. Routine Maintenance

- 1) All storm water control plans shall be maintained according to the measures outlined in the design standards, and as approved in the permit.
- 2) The person(s) or organization(s) responsible for maintenance shall be designated in the plan. Options include
 - a) Property owner
 - b) Homeowner’s association, provided that provisions for financing necessary maintenance are included in deed restrictions or other contractual agreements
 - c) Grand Traverse County Drain Commissioner, in accordance with the Michigan Drain Code, Public Act 40 of 1956, as amended, if the storm water conveyance facilities are within a designated Drain District.

- 3) Maintenance agreements shall specify responsibilities for financing maintenance and shall be recorded with the Register of Deeds before the permit can be closed.

B. Non-Routine Maintenance. Non-routine maintenance includes maintenance activities that are expensive but infrequent, such as pond dredging or major repairs to storm water structures.

- 1) Non-routine maintenance shall be performed on an as needed basis based on information gathered during regular inspections.
- 2) If non-routine maintenance activities are not completed in a timely manner or as specified in the approved plan, the ~~Grand Traverse County Drain Commissioner~~ Charter Township of Garfield may complete the necessary maintenance at the owner's/operator's expense.

C. Maintenance Inspections

- 1) The person(s) or organization(s) responsible for maintenance shall inspect storm water control systems on a regular basis, as outlined in the plan.
- 2) Authorized representatives of the enforcement agent may enter at reasonable times to conduct on-site inspections or routine maintenance.
- 3) For storm water control systems maintained by the property owner or homeowner's association, inspection and maintenance reports shall be filed with the enforcement agent as provided in the plan.
- 4) Authorized representatives of the enforcement agent may conduct inspections to confirm the information in the reports filed under section c.

Section 9. Fees. All fees shall be paid ~~to Grand Traverse County~~ in accordance with the current permit and review fee schedule ~~adopted by the Charter Township of Garfield Board, in effect for the Grand Traverse County Drain Commissioner's Office and may be amended by the County concurrent with and pursuant to the Grand Traverse County Soil Erosion Control Ordinance #25.~~ All fees are to cover administrative expenses of processing the storm water control permit ~~and the soil erosion control permit~~ including inspections and monitoring of projects.

Section 10. Enforcement.

A. Violations. It shall be a violation of this ordinance to do any of the following:

- 1) To make an earth change without first obtaining a permit as required by this ordinance
- 2) To provide false or misleading information in an application for permit
- 3) To fail to follow approved storm water control plan
- 4) To fail to maintain a storm water control measure or device in accordance with an approved storm water control plan

- B. Notice of violation.** Whenever there is a failure to comply with the provisions of this ordinance, the enforcement agent shall notify the applicant/owner that he/she has five calendar days from the receipt of the notice to temporarily correct the violation and 30 days from receipt of the notice to permanently correct the violation. The enforcement agent for good cause demonstrated by the permittee may make reasonable extensions. Notice shall be made by certified mail, return receipt requested.
- C. Enforcement Actions.** Should the applicant/owner fail to take the corrective actions specified in the notice of violation, the enforcement agent may take any or all of the following actions:
- 1) Issue or cause to be issued a municipal civil infraction
 - 2) Take whatever remedial actions are necessary and assert a lien on the subject property in an amount equal to the costs of remedial actions. The lien shall be enforced in the manner provided or authorized by law for the enforcement of common law liens on personal property. The lien shall be recorded with the Grand Traverse County Register of Deeds and shall incur legal interest from the date of recording. The imposition of any penalty shall not exempt the offender from compliance with the provisions of this ordinance, including assessment of a lien on the property.
- D. Emergency Actions.** When emergency actions are necessary to moderate a nuisance, to protect the public safety, health, and welfare, and/or to prevent the loss of life, injury, or damage to property, the enforcement agent is authorized to carry out or arrange for all such emergency actions, and to enforce penalties and/or liens as described herein.
- E. Cease & Desist Orders.** The enforcement agent may issue a cease and desist order or revoke a permit upon the determination that there is a violation of this ordinance. A cease and desist order, when issued, shall require all earth change activities to stop immediately.
- F. Injunctive Relief.** Notwithstanding any other remedy available under this ordinance, the enforcement agent may maintain an action in a court of competent jurisdiction for an injunction or other process against a person to restrain or prevent violations of this ordinance.
- G. Fines & Penalties.**
- 1) A violation of this ordinance is a municipal civil infraction punishable by a fine not exceeding \$500.00 per day of violation.
 - 2) A knowing violation of this ordinance or interference with the enforcement of this ordinance by the enforcement agent or any person duly authorized to carry out the purposes of this ordinance is a misdemeanor punishable by imprisonment for up to 90 days, and/or a fine of up to \$500.00 or both.
 - 3) An action for the violation of this ordinance shall be instituted in the 86th District Court for Grand Traverse County. Fines and costs imposed or assessed in such an action shall

be distributed in accordance with section 8379 of the revised judicature act of 1961, 1961 PA 236, MCL 600.8379.

Section 11. Waiver. The enforcement agent responding to a specific earth change as provided for in Section 3 may waive certain requirements specified in the ordinance upon being provided with demonstrable evidence of special circumstances warranting waiver, but only upon finding that both of the following requirements are met:

- A. The application of the ordinance provisions will present or cause practical difficulties for a development or development site; provided, however, that practical difficulties shall not include the need for the developer to incur additional reasonable expenses in order to comply with the ordinance; and
- B. The granting of the relief requested will not substantially prevent nor result in less effective management of storm water runoff.

Section 12. Appeals. Any person aggrieved by the action or inaction of the enforcement agent related to this ordinance may appeal to the ~~Grand Traverse County~~ Charter Township of Garfield Construction-Building Code Board of Appeals. All requests for appeal shall be filed in writing within 30 days of the action or inaction appealed from and includes the basis of the appeal. In considering any such appeal, the Board may grant a variance from the terms of this ordinance so as to provide relief, in whole or in part, from the action being appealed, but only upon finding that both of the following requirements are met:

- A. The application of the ordinance provisions being appealed will present or cause practical difficulties for a development or development site; provided, however, that practical difficulties shall not include the need for the developer to incur additional reasonable expenses in order to comply with the ordinance; and
- B. The granting of the relief requested will not substantially prevent nor result in less effective management of storm water runoff.

The filing of an appeal does not preclude other remedies available to either party, nor does it act as a stay of any order from the enforcement agent for the installation of measures or controls to reduce or eliminate storm water runoff pending the outcome of the appeal.

Section 13. Separate Causes of Action. Nothing in this ordinance impairs or precludes a separate cause of action provided by statute or common law for conduct prohibited herein.

Section 14. Other Ordinances. This ordinance shall be in addition to other ordinances of the Charter Township of Garfield and shall not be deemed to repeal or replace other ordinances or parts of other ordinances except to the extent that such repeal is specifically provided for in this ordinance. This ordinance is intended to work in conjunction with ~~the Grand Traverse any~~ County or Township Soil Erosion and Sedimentation Control Ordinances ~~#25, along with~~ other state, and federal laws affecting water and quality.

Section 15. Notice. Notice means delivery by first class mail unless otherwise specified in this ordinance.

Section 16. Severability. The provisions of this ordinance are severable and if any part is declared void or unenforceable by a court of competent jurisdiction, the remaining parts shall remain in force.

Section 17. Effective Date. This ordinance shall take effect seven (7) days after it is published on June 1, 2007, and after publication according to statute.

At a regular meeting held on _____, a motion was offered by _____, with support from _____, to approve the foregoing Amendment 1 to Ordinance No. 49. The motion carried as follows in a roll call vote.

Upon roll call vote, the following voted:

YES:

NO:

ABSENT:

AMENDMENT 1 to ORDINANCE NO. 49 ADOPTED.

Joe McManus, Supervisor

Lanie McManus, Clerk

CERTIFICATE

I, Lanie McManus, the Clerk of Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Amendment 1 to Ordinance No. 49, which was adopted by the Township Board of the Charter Township of Garfield on the 14 day of January, 2025. Garfield Township Ordinance No. 49 Amendment 1 shall take effect upon the expiration of seven (7) days following publication.

Date

Lanie McManus, Clerk

Garfield Township Board Ordinance No. 49
Introduced: April 12, 2007
Adopted: April 26, 2007

Amendment No. 1 to Ordinance No. 49
Introduced: December 10, 2024
Adopted: January 14, 2025
Published: January 19, 2025
Effective: January 26, 2025

DRAFT



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
 TRAVERSE CITY, MICHIGAN 49684
 PH: (231) 941-1620 • FAX: (231) 941-1588

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Proposed Ordinance No. 78, entitled "Control of Soil Erosion & Sedimentation Ordinance"

Date: Wednesday, January 8, 2025

BACKGROUND:

Staff has prepared Charter Township of Garfield Ordinance No. 78 – Control of Soil Erosion and Sedimentation (SESC) Ordinance for your consideration. Ordinance No. 78, if adopted by this Board, would allow the Township to administer its own Soil Erosion and Sedimentation Control program. The full Ordinance, which has been reviewed and accepted by Attorney Scott Howard and the State of Michigan, is included as an attachment to this report.

SESC PROGRAM APPROVAL PROCESS:

Approval of this Ordinance is the final step in an overall process in gaining designation as a Municipal Enforcement Agency (MEA) for the enforcement of Part 91 of the Natural Resources Environmental Protection Act – Soil Erosion and Sedimentation Control. If this Board is comfortable with the language presented, the proposed Ordinance, proof of adoption, and other supporting material, will be sent to the State of Michigan for final review and approval.

KEY ORDINANCE PROVISIONS:

The proposed Control of Soil Erosion and Sedimentation Ordinance (Ordinance No. 78), as written, proposes to meet the minimum regulatory requirements as required by Part 91 along with additional permit requirements for projects involving slopes of 20% or greater.

It should be noted that the property owner is responsible for maintaining proper soil erosion and sedimentation controls on sites where SESC permits are not required and are liable for any failures that result from if they fail to do so.

PROCESS TIMELINE:

The proposed amendment, if adopted, would become Ordinance No. 78; adopting this Ordinance will consist of the following steps:

- Township Board introduction and scheduling a public hearing for the next Township Board meeting. (*Ordinance was introduced during December 10, 2024 Board Meeting*)
- Township Board public hearing and action / resolution on Ordinance adoption.

ACTION REQUESTED:

The proposed Ordinance is being placed on tonight’s agenda for public hearing and potential adoption by the Township Board. If, following discussion and the public hearing, the Township Board is satisfied with the proposed Ordinance as presented, the next step is to adopt the proposed resolution attached to this report. The following motion is suggested:

MOTION THAT Resolution #2025-02-T adopting Ordinance No. 78, Garfield Township Control of Soil Erosion & Sedimentation Ordinance, BE ADOPTED.

Any additional information deemed necessary by the Township Board should be added to this motion.

Attachment:

1. Resolution #2025-02-T adopting Ordinance No. 78, Garfield Township Control of Soil Erosion & Sedimentation Ordinance.

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

ORDINANCE NO. 78 (Control of Soil Erosion and Sedimentation)

RESOLUTION 2025-02-T

**A RESOLUTION TO ADOPT CHARTER TOWNSHIP OF GARFIELD
ORDINANCE NO. 78 (Control of Soil Erosion and Sedimentation)**

At a regular meeting of the Charter Township of Garfield Township Board held on January 14, 2025, at 6:00 pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, the following resolution was offered by motion of _____, and supported by _____.

WHEREAS, the Charter Township of Garfield Ordinance No. 78 – Control of Soil Erosion and Sedimentation (SESC) Ordinance mirrors the Natural Resources and Environmental Protection Act (NREPA)(Part 91) by meeting the minimum regulatory requirements along with additional permit requirements for projects involving slopes of 20% of greater; and

WHEREAS, the Township Board recommends adoption of the Control of Soil Erosion and Sedimentation Ordinance to ensure that such activities are administered and operated in compliance with this Ordinance and other applicable laws and ordinances; and

WHEREAS, upon adoption of this Ordinance by the Township Board, it will be sent to the Michigan Environment, Great Lakes, and Energy (EGLE) for formal approval and the Township will be officially designated as a Municipal Enforcement Agency (MEA) for the administration and enforcement of this Ordinance.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD

**ORDAINS: CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 78
THAT Ordinance No. 78 BE ADOPTED to read in its entirety as follows:**

**Charter Township of Garfield
Grand Traverse County, Michigan
CONTROL OF SOIL EROSION AND SEDIMENTATION ORDINANCE
Ordinance No. 78**

PREAMBLE

AN ORDINANCE TO PROVIDE FOR THE CONTROL OF SOIL EROSION AND SEDIMENTATION AND TO PROTECT ADJACENT PROPERTY AND THE WATERS OF THE STATE FROM SEDIMENTATION UNDER THE PROVISIONS OF PART 91 OF THE SOIL EROSION AND SEDIMENTATION CONTROL, NATURAL RESOURCES AND ENVIRONMENTAL

PROTECTION ACT 451 OF PUBLIC ACTS OF 1994, MCL 324.9101 ET SEQ
(AS AMENDED)

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Purpose

The purpose of this Ordinance is to prevent soil erosion and sedimentation from occurring because of earth change activities within the Township by requiring proper provisions for water disposal and the protection of soil surfaces during and after earth change activities, in order to promote the safety, public health, convenience, and general welfare of the community.

Section 2. Definitions

The following definitions shall apply in the interpretation and enforcement of this Ordinance:

- A. “Accelerated soil erosion” – The increased loss of the land surface that occurs as a result of human activities.
- B. “Act” – The Natural Resources and Environmental Protection Act (1994 PA No. 451 as amended).
- C. “Earth Change” – A human made change in the natural cover or topography of land, including cut and fill activities, which may result in or contribute to accelerated soil erosion or sedimentation of the waters of the State. This includes, but is not limited to, grading and preparation for wells, septic fields, driveways, foundations, backfill, final grade changes and stockpiling of material. “Earth change” does not include the practice of plowing and tilling soil for the purpose of crop production.
- D. “Excavation or cut” – Any act by which soil, clay, gravel, sand, peat or topsoil is cut into, dug, uncovered, removed, displaced, or relocated, and the conditions resulting therefrom.
- E. “Final Completion Notice” – A signed, written statement by the Zoning Department that the permitted earth disturbance has been inspected and found to comply with all Soil Erosion and Sedimentation Control plans, specifications, permit conditions and/or supplementary requirements.
- F. “Final Inspection Request” – A statement by the Permittee that the permitted site has been permanently stabilized and can be inspected for final completion.
- G. “Flood Plain” – That area which would be inundated by a flood having a one percent chance of being equaled or exceeded in any given year.
- H. “Grading” – Any stripping, excavating, filling, stockpiling, or any combination thereof, and shall also include the land in its excavated or filled condition.
- I. “Minor Project” – A project that results in less than 500 square feet of disturbance area and located more than one hundred (100) feet from the water of the State.

- J. “Notice of Deficiency” – A written statement by the Department which indicates specific deficiencies of on-site soil erosion and sedimentation control measures, either temporary or permanent, which are required to control soil erosion and sedimentation.
- K. “Notice of Violation” – A written statement by the Department which indicates specific failures and/or deficiencies of on-site soil erosion and sedimentation control measures, either temporary or permanent, which are required to control soil erosion and sedimentation and identifies the permittee as being in violation of the conditions of the issued Permit, the approved soil erosion and sedimentation control plan, Part 91, or this Ordinance.
- L. “Part 91” – Part 91, Soil Erosion and Sedimentation Control, of the Act.
- M. “Permittee or Permit Holder” – The landowner of the land involved in the earth change activity for which a permit is required and to whom a valid permit has been issued.
- N. “Person” – A natural person, firm corporation, partnership, association, limited liability company, or similar entity or governmental or quasi-governmental entity subject to the jurisdiction of the Township and this Ordinance.
- O. “Sediment” – Solid particulate matter including both mineral and organic matter that is in suspension in water, is being transported or has been removed from its site of origin by the actions of wind, water, or gravity, and has been deposited elsewhere.
- P. “Soil Erosion” – The process by which the ground surface is worn away by action of wind, water, gravity, or a combination thereof.
- Q. “Soil Erosion and Sedimentation Control Permit” – A permit to authorize work to be performed under this Ordinance.
- R. “Stop work order” – A written statement by the Zoning Department indicating that all construction and/or earth change activities, except those specifically identified by said Department, shall be suspended until otherwise indicated.
- S. “Stripping” – Any activity which removes or significantly disturbs the vegetative surface cover, including clearing and grubbing operations.
- T. “Temporary Soil Erosion and Sedimentation Control Measures” – Interim control measures which are installed or constructed for the control of soil erosion and sedimentation until permanent soil erosion and sedimentation control is installed.
- U. “Township” – The Charter Township of Garfield, Grand Traverse County, Michigan, and/or its duly authorized agent or designee.
- V. “Waters of the State” – The Great Lakes and their connecting waters, inland lakes and streams as defined in the rules promulgated under Part 91, and wetlands regulated under Part 303 of the Act.

- W. “Zoning Department” or “Department” – The Charter Township of Garfield Zoning Department.

Section 3. Compliance Required for Site Plan/Plat Approval

No site plan or preliminary plat shall be approved under the terms and conditions of the Charter Township of Garfield Zoning Ordinance and Land Division Ordinance unless the site plan includes soil erosion and sediment control measures consistent with the requirements of this Ordinance and related land development regulations.

Section 4. Compliance Required for Occupancy

- A. No permanent certificate of occupancy for any building shall be issued unless the applicant for said certificate shall have obtained a Final Completion Notice indicating compliance with all plans and specifications and completion of all required permanent soil erosion and sedimentation control measures.
- B. A temporary certificate of occupancy may be issued, at the discretion of the Department, prior to issuance of a Certificate of Completion if the permittee has achieved substantial completion as determined by the Department. “Substantial completion” shall mean satisfactory completion of all aspects of the work except growth of vegetative materials necessary for soil stabilization and minor structural appurtenances. A temporary Certificate of Occupancy shall be conditioned upon a listing of items and procedures to be completed, a schedule of completion, and the furnishing of adequate financial guarantees to insure completion of all such items.

Section 5. Permits and Fees

- A. *Permit requirement.* Except as expressly exempted by this Ordinance or Part 91 of the Act or the rules promulgated thereunder, no person shall perform or cause to be performed any earth change, until a valid Permit has been issued by Garfield Township Zoning Department for said work. The undertaking of any earth change activity under the authority of any other Authorized Public Agency shall be exempt from this Ordinance. This exception shall not be construed to eliminate requirements that permits be obtained from other agencies.
- B. *Permit application.* A separate application shall be required for each Permit. Said erosion and sedimentation control plans, specifications, and work schedules shall be submitted with each application for a permit.
- C. *Activities requiring a permit.* Except as noted below in Section 5.D, earth changes requiring a soil erosion permit include any of the following:
1. An earth change (including soils from grading activities within or adjacent to the earth change area) that disturbs one (1) or more acres.
 2. An earth change within five hundred (500) feet of the Waters of the State.

3. Earth changes involving slopes of twenty percent (20%) or greater.
- D. *Activities exempt from permit requirements:*
1. Subject to subsection 2, a person engaged in the logging industry, the mining industry or the plowing or tilling of land for the purpose of crop production or harvesting of crops is not required to obtain a permit under this part. However, all earth changes associated with the activities listed in this section shall conform to the same standards as if they required a permit under this part. The exemption from obtaining a permit under this subsection does not include either of the following:
 - a. Access roads to and from the site where active mining or logging is taking place.
 - b. Ancillary activities associated with logging and mining.
 - c. Removal of clay, gravel, sand, peat, or topsoil.
 2. This Ordinance does not apply to a metallic mineral mining activity that is regulated under a mining and reclamation plan that contains soil erosion and sedimentation control provisions and that is approved by the Department under Part 631 of the Act.
 3. A person is not required to obtain a permit from a county enforcing agency or a municipal enforcing agency for earth changes associated with well locations, surface facilities, flowlines, or access roads relating to oil or gas exploration and development activities regulated under Part 615 of the Act, if the application for a permit to drill and operate under Part 615 contains a soil erosion and sedimentation control plan that is approved by the Department under Part 615. However, those earth changes shall conform to the same standards as required for a permit under Part 91. This subsection does not apply to a multisource commercial hazardous waste disposal well as defined in Section 62506.a of the Act.
 4. An earth change of a minor nature that is stabilized within twenty-four (24) hours of the initial earth disturbance and that will not contribute sediment to lakes or streams.
 5. Normal road and driveway maintenance such as grading or leveling that does not increase the width or length of the road or driveway and that will not contribute sediment to lakes or streams.
 6. Residential or Earth Change Activities. A residential property owner who causes the following activities to be conducted on individual residential property owned and occupied by such owner is not required to obtain a permit under this Ordinance if the earth change activities do not result in or contribute to soil erosion or sedimentation of the waters of the State of Michigan or a discharge of sediment offsite:

- a. An earth change of a minor nature that is stabilized within twenty four (24) hours of the initial disturbance.
 - b. Gardening, if the natural elevation of the area is not raised. "Gardening" means activities necessary to the growing of plants for personal use, consumption, or enjoyment.
 - c. Post holes for fencing, decks, utility posts, mailboxes, or similar application, if no additional grading or earth change occurs for use of the posthole.
 - d. Removal of tree stumps, shrub stumps or roots resulting in an earth change not to exceed one hundred (100) square feet.
 - e. All of the following activities, if soil erosion and sedimentation controls are implemented, the earth change is stabilized within twenty-four (24) hours of the initial earth disturbance, and soil erosion or sedimentation to adjacent properties or the waters of the State has not or will not reasonably occur.
 - i. Planting of trees, shrubs or similar plants;
 - ii. Seeding or reseeded of lawns of less than one (1) acre if the seeded area is at least one hundred (100) feet from the waters of the State of Michigan;
 - iii. Seeding or reseeded of lawns closer to one hundred (100) feet of the waters of the State, if the area to be seeded or reseeded does not exceed one hundred (100) square feet;
 - iv. Temporary stockpiling of soil, sand, or gravel not greater than a total of ten (10) cubic yards on the property, if the stockpiling occurs at least one hundred (100) feet from the waters of the state of Michigan.
7. Exemptions provided in this Section, Part 91, and the rules promulgated thereunder shall not be construed as exemptions from enforcement procedures under this Ordinance, Part 91 or said rules if the exempted activities cause or result in a violation of this Ordinance, Part 91 or the rules.
- E. Application data required. The soil erosion and sedimentation plans and specifications accompanying the Permit application shall contain the following data:
1. A site location sketch at the scale of not greater than one (1) inch to two hundred (200) feet, indicating the site location and proximity of any proposed earth change to lakes or streams.
 2. A boundary line survey of the site on which the work is to be performed.

3. Name, address, and telephone number of the landowner, contractor, Authorized Agent and the one-site contact, as applicable.
4. A schedule indicating the anticipated starting and completion dates of the development's construction sequence and the time of exposure of each area prior to the installation of permanent soil erosion sediment control measures.
5. A statement of the quantity of excavation and fill involved.
6. The estimated total cost of the required temporary and permanent soil erosion and sedimentation control measures.
7. A plan of the site at a scale not greater than one (1) inch to one hundred (100) feet showing:
 - a. Legal description of property;
 - b. Physical limits of each proposed earth change;
 - c. Existing topography at a maximum of two (2) foot contour intervals;
 - d. Proposed final topography at a maximum of two (2) foot contour intervals;
 - e. Location of any structure or natural feature on the site;
 - f. Location of any structure or natural feature on the land adjacent to the site and within fifty (50) feet of the site boundary lines;
 - g. Location of any proposed additional structures or development on the site;
 - h. Elevations, dimensions, location, extent, and the slope of all proposed grading (including building and driveway grades);
 - i. Plans of all drainage provisions, dewatering facilities, retaining walls, ribbing, planting and all temporary and permanent soil erosion and sedimentation control measures to be constructed in connection with, or as a part of, the proposed work together with a map showing the drainage area of land tributary to the site and estimated runoff of the area served by any streams;
 - j. Existing soil types based on the Unified Soil Classification System or Natural Resources Conservation Service soil classification;
 - k. A program proposal for the continued maintenance of all permanent Soil Erosion and Sedimentation Control measures that remain after project completion, including the designation of the person responsible for the maintenance. Maintenance responsibilities shall become a part of any sales

or exchange agreement for the land on which the permanent Soil Erosion Control measure are located.

1. Other information or data as may be required by the Township Zoning Department, such as a soil investigation report which shall include, but not be limited to, data regarding the nature, distribution and supporting ability of existing soils and/or rock on the site.
 8. The Department may waive or partially waive data submission requirements for earth changes for residential parcels for single- or two-family residences or projects involving earth disturbance of less than two hundred twenty-five (225) square feet.
- F. Fees. At the time of filing an application for a Permit, fees shall be paid the Township in accordance with the fee schedule adopted and as may be amended from time to time by Resolution of the Charter Township of Garfield Board of Trustees.

Section 6. Financial Guarantee

A Permit shall not be issued unless the permittee shall first post with the Township a bond executed by the landowner and a corporate surety with authority to do business in the State of Michigan as a surety or other security as may be required by this section.

The bond shall be in a form approved by the Township, payable to the Township and in the amount of the estimated total cost of all temporary and permanent soil erosion and sedimentation control measures, and an amount sufficient to assure installation and completion of corrective measures. The total cost shall be estimated by the Applicant and reviewed by the Township Zoning Department. The bond shall include provisions for failure to complete the work on schedule as specified on the Permit. In lieu of a surety bond, the applicant may file with the Township an Irrevocable Letter of Credit in a form approved by the Township's attorney or cash deposit in the amount equal to that which would be required for the surety bond.

Every bond and instrument of credit shall include and every cash deposit shall be made conditioned upon the permittee's compliance with all of the provisions of this Ordinance and all of the terms and conditions of the Permit, and completion of all work contemplated under the Permit within the time limit specified in the Permit or Temporary Certificate of Occupancy, or, if no time limit is specified, within one hundred eighty (180) days after the date of the issuance of the Permit.

For Minor Projects and the construction of new single family residential homes, the Zoning Administrator or other designated person within the Department may waive financial guarantees that would otherwise be required by this section.

Section 7. Extension of Time

If the permittee is unable to complete the work within the specified time, the permittee may, at least ten (10) days prior to the expiration of the permit, present in writing to the Department a request for an extension of time setting forth the reasons for the requested extension. If an extension is warranted, the Department may grant a permit extension with a new expiration date

for the completion of the work, but no such extension shall release the owner or surety on the bond or the person furnishing the instrument of credit or cash bond.

Section 8. Failure to Complete Work

In the event of failure to complete the work or failure to comply with all the requirements, conditions and terms of the permit, the Department may proceed with corrective actions as described in Section 18, Enforcement.

Section 9. Denial of Permit

Permits shall not be issued where:

- A. The proposed work would cause hazards to the public safety and welfare; or
- B. The work as proposed by the applicant will permanently or unreasonable damage any public or private property or interfere with any existing drainage course in such a manner as to cause damage to any adjacent property or result in the deposit of debris or sediment on any public way or into any waterway to create an unreasonable hazard to persons or property; or
- C. The land area for which earth change is proposed is subject to geological hazard to the extent that no reasonable amount of corrective work can eliminate or sufficiently reduce settlement, slope instability, or any other such hazard to persons or property; or
- D. The land area for which the work is proposed may lie within the flood plain of any stream or watercourse (not specifically designated and delineated by the Township as an area subject to flood hazard), unless a hydrologic report, prepared by a professional engineer, is submitted to certify that the proposed grading will have no detrimental influence on the public welfare or upon the total development of the watershed.

Section 10. Work and Plans Approved Prior to Adoption of this Ordinance

Work pursuant to plans and permits issued by an approving agency prior to adoption of this Ordinance may proceed to completion pursuant to said previously approved plans and permits. However, any modification of said plans or work shall comply with the terms and requirements of this Ordinance, as well as those of the prior approving agency.

Section 11. Modification of Approved Soil Erosion and Sedimentation Control Plans

- A. All modifications of the approved soil erosion and sedimentation control plans must be submitted and approved by the Department. All necessary sustaining reports shall be submitted with any proposal to modify the approved soil erosion and sedimentation control plan.
- B. No earth change in connection with any proposed modifications shall be permitted without the approval of the Department.

- C. If an earth change in connection with any proposed modification commences or is completed prior to approval of the proposed change by the Department, the Department will issue a notice of violation and the existing permit for the site may, at the sole discretion of the Department, be revoked if it is judged necessary in order to ensure that the purpose of this Ordinance is achieved. If the permit is revoked, no further work on the site will be allowed until a new permit has been issued by the Department and all applicable permit fees paid.

Section 12. Responsibility of Permittee and Owner

During earth change operations and until completion, the permittee and the owner of the property to which the Permit pertains shall be responsible for:

- A. The prevention of damage to any public utilities or services within the limits of the permitted work along any routes of travel of the equipment;
- B. The prevention of damage and/or repair damage caused to adjacent property. No person shall engage in grading or earth change on land so close to the property line as to endanger any adjoining public street, sidewalk, alley or any public or private property without supporting and protecting such property from settling, cracking or other damage which might result.
- C. Carrying out the proposed work in accordance with all the requirements of the Permit, the approved soil erosion and sedimentation control plans, and this Ordinance.
- D. The prompt removal of all soil, miscellaneous debris, or other materials applied, dumped, or otherwise deposited on streets, highways, sidewalks, or other thoroughfares, either public or private, during transit to and from the construction site.

Section 13. General Requirements

- A. Any earth changes shall be conducted in such manner so as to effectively reduce accelerated soil erosion and resulting off-site sedimentation.
- B. All earth changes shall be designed, constructed, and completed such that the time which an area of disturbed land is exposed shall be as limited as possible.
- C. Sediment caused by accelerated soil erosion shall be removed from runoff water before it leaves the site of the earth change. Any sediment caused by accelerated soil erosion which is deposited on any lands not specifically covered by an authorized Permit or deposited in the waters of the State shall be promptly removed in accordance with all necessary State, County, and local regulations at the sole expense of the permittee. Any restoration and/or stabilization measures required due to said sediment removal shall also be installed by and at the sole expense of the permittee.
- D. Any temporary or permanent facility designed and constructed for the conveyance of water around, through or from the earth change area shall be designed to limit the water flow to a non-erosive velocity.

- E. Temporary soil erosion and sedimentation control measures shall be installed before or upon commencement of the earth change activity and said measures shall be daily maintained. Temporary soil erosion and sediment control measures shall be removed after permanent soil erosion measures are in place and the area is stabilized. The area shall be stabilized with permanent soil erosion control measures under approved standards and specifications as described by the Permit, this Ordinance and Part 91.
- F. Permanent soil erosion control measures for all slopes, channels, ditches or any disturbed land area shall be implemented within five (5) calendar days after final grading of the final earth change has been completed. Where significant earth change ceases, temporary soil erosion control measures shall be implemented within five (5) calendar days. All temporary soil erosion control measures shall be maintained until permanent soil erosion control measures are implemented.
- G. Prior to the release of the required Bond, Irrevocable Letter of Credit or cash deposit, temporary soil erosion and sedimentation control measures shall be removed and earth change areas stabilized with permanent soil erosion control measures.
- H. The requirements of the Permit shall run with the land and no transfer of the land prior to completion of the work and termination of the Permit shall relieve the permittee and property owner of the obligations enumerated in this Ordinance.

Section 14. Incorporation of Part 91 and Rules Promulgated Thereunder

Except where the requirements of this Ordinance are more restrictive, this Ordinance incorporates by reference Part 91 of the Act and the rules promulgated thereunder. All persons engaged in earth changes shall design, implement, and maintain acceptable soil erosion and sedimentation control measures, in conformance with Part 91, Soil Erosion and Sedimentation Control, Natural Resource and Environmental Protection Act, Act 451 of Public Acts of 1994, and all administrative rules promulgated pursuant thereto

Section 15. Maintenance Requirements

Persons implementing soil erosion and sediment control measures under this Ordinance and all subsequent owners of property on which such measures have been taken shall maintain all permanent erosion control measures, retaining walls, structures, plantings and/or other protective measures. If a maintenance agreement is deemed necessary by the Zoning Department, the property owner shall be required to execute said agreement and such deed restrictions as may be appropriate to guarantee maintenance of permanent sedimentation and erosion control measures and facilities.

Section 16. Variance and Exceptions

- A. In addition to exemptions provided elsewhere in this Ordinance, no permits shall be required for the following:
 - 1. Those activities exempted from permitted by Sections 9115 and 9115a of Part 91 of the Act and the rules promulgated under Part 91;

2. Notwithstanding exemption for permit issuance, those operations and constructions which are exempted shall comply with the rules and regulations concerning grading and erosion specified in this Ordinance.

Section 17. Inspection

The requirements of this Ordinance shall be enforced by the Department. The Department shall inspect the work and may require inspection or testing by a soil engineer or by a soil testing agency approved by said Department, unless it is determined by that Department that such inspection requirements may be waived due to the non-hazardous nature of the earth change.

Upon completion of all work specified in approved soil erosion and sedimentation control plans and other requirements, the Applicant shall file with the Department a final inspection request. The Department shall inspect the completed work and, upon determination of satisfactory completion, issue a Notice of Final Completion. If the Department finds any existing conditions not in accordance with any application, Permit, approved plan or subsequent requirements, further work shall not be allowed until approval of a revised soil erosion and sedimentation control plan has been granted by the Department.

Section 18. Enforcement

- A. If the Permittee fails to complete the work or fails to comply with the requirements, conditions, and terms of the permit and/or subsequent requirements, including a Temporary Occupancy Permit, the Department shall issue a Notice of Deficiency. The issued notice shall provide a description of any deficiencies as well as the required corrective action(s). The permittee shall complete the required corrective actions within the time frame indicated on the issued notice. If permittee fails to comply with all requirements of the Notice of Deficiency, the Department will issue a Notice of Violation and/or a Stop Work Order.
- B. If a Notice of Violation is issued, the Department may order such work as is necessary to stabilize the site and eliminate any danger to persons, property, or natural resources. Such work will be completed by an assigned agent of the Department. The Permittee and the surety executing the bond or person issuing the instrument of credit or making the cash deposit as required in Section 6 shall be firmly bound under a continuing obligation for the payment of all costs and expenses that may be incurred by the Township in causing any and all such work to be performed. In the case of a cash deposit, any unused portion thereof will be refunded to the permittee. If the financial guarantee is insufficient, the permittee shall deposit an amount equal to the deficiency.
- C. If the Department finds it necessary to issue a Notice of Violation to permittee, the Department may require a One Thousand Dollars (\$1,000) cash performance deposit for each subsequent single residential Permit issued to that applicant. The amount of the performance deposit required for any other type of activity shall be determined by the Department at the time of application.

- D. Notwithstanding the existence or pursuit of any other remedy, the Township may maintain an action in its own name in any court of competent jurisdiction for an injunction or other process against any person to restrain or prevent violations of this ordinance.
- E. Acceptance of the Permit by Permittee shall constitute Permittee's consent that the Department may enter at all reasonable times in, or upon, any private or public property for the purpose of inspecting and investigation of conditions and practices which may be a violation of the Permit and/or this Ordinance.
- F. Civil Infractions.
 - 1. In addition to remedies for a violation provided in this Ordinance, a person who violates this Ordinance, Part 91 or the rules promulgated thereunder as incorporated herein, shall be liable for payment of a municipal civil infraction and may be ordered to pay a civil fine of not more than Two Thousand Five Hundred Dollars (\$2,500).
 - 2. A person who knowingly violates this Ordinance, Part 91 or said rules, or who knowingly makes a false statement in an application for a Permit or in the Soil Erosion and Sedimentation Control Plan shall be responsible for payment of a civil fine or not more than Ten Thousand Dollars (\$10,000) for each day of violation.
 - 3. A person who knowingly violates this Ordinance, Part 91, or the rules promulgated under Part 91, after receiving a Notice of Deficiency is responsible for payment of a civil fine of not less than Two Thousand Five Hundred Dollars (\$2,500) or more than Twenty-Five Thousand Dollars (\$25,000) for each day of violation.
 - 4. Civil fines collected pursuant to this section shall be deposited with the Township.
 - 5. A default in payment of a civil fine or a cost ordered under this section or installment of a fine or cost may be remedied by any means authorized under the Revised Judicature Act of 1961 (1961 PA 236; MCL 600.101 et seq).
 - 6. In addition to the other remedies provided in this Ordinance, Part 91 or the rules promulgated under Part 91, a person in violation of Part 91 may be liable for damages for injury to or destruction of or loss of natural resources resulting from said violation and may be subject to such injunctive orders as may be appropriate, including orders to cease and desist all such activities and/or to restore the area or the areas affected by the violation to their condition as said condition existed prior to the violation.
 - 7. Persons authorized by the Township Board to enforce municipal civil infractions within the Township are authorized to enforce the provisions of this Ordinance.

Section 19. Designation of Municipal Enforcing Agency

Upon adoption of this Ordinance by the Charter Township of Garfield Township Board, the Zoning Department will be designated as the municipal enforcing agency and is responsible for the administration and enforcement of this Ordinance.

Section 20. Severability

It is the legislative intent of the Township Board adopting this Ordinance that all provisions hereof shall be liberally construed to protect the public health, safety, and general welfare of the inhabitants of the Township and all other persons affected by this Ordinance. Consequently, should any provision of this Ordinance be held to be unconstitutional, invalid or of no effect, such holding shall not be construed as affecting the validity of any of the remaining provisions of this Ordinance, it being the intent of the Charter Township of Garfield Township Board that this Ordinance shall stand and remain in effect, notwithstanding the invalidity of any provision hereof.

Section 21. Effective Date

This Ordinance shall become effective after its adoption and publication as provided by laws and approval by the Michigan Department of Environmental Quality.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

The Chairman, Joe McManus, declared the motion carried and Resolution 2025-02-T adopted this 14th day of January 2025.

Joe McManus, Supervisor

Lanie McManus, Clerk

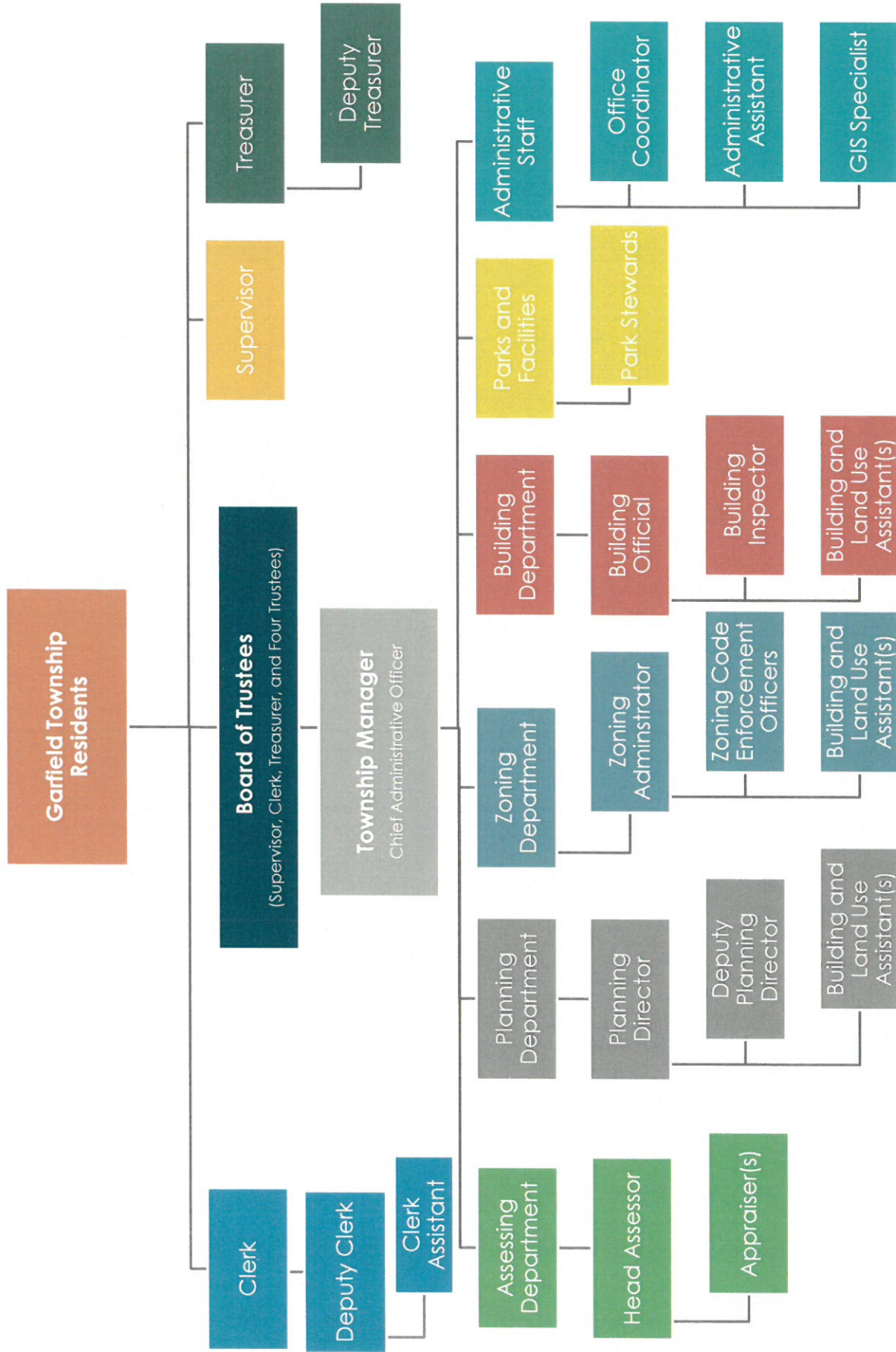
CERTIFICATE

I, Lanie McManus, the Clerk of Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2025-02-T, Ordinance No. 78, which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of January, 2025. Garfield Township Ordinance No.78 shall take effect upon the expiration of seven (7) days following publication.

Dated:

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD – ORGANIZATIONAL CHART



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