

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
November 12, 2024**

Supervisor Korn called the Town Board Meeting to order at the Garfield Township Hall on November 12, 2024 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Absent and Excused: Chris Barsheff

Staff Present: John Sych, Planning Director

1. Public Comment (6:00)

Debbie West of Harris Road commented on traffic in her area.

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

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

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

Nays: None

3. Consent Calendar (6:03)

a. Minutes

October 8, 2024 Regular Meeting
(Recommend Approval)

b. Bills

(i) General Fund \$139,157.37
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews,
Utility Plan Review, Oversight and Closeout
\$40,928.00

General Utilities 2,102.50

General 2,340.00

Park Funds/DNR Trust Fund 4,564.06

Total \$49,934.56

(Recommend Approval)

- c. **Consideration of new road name of Pearl Rose Lane for Garfield Township (Recommend Approval)**
- d. **Consideration of intent to create Special Assessment District for Logan Valley Road and Raquet Club Dr. Road Improvement, Resolution 2024-28-T (Recommend Approval)**
- e. **Request to add delinquent special assessments to the winter tax roll (Recommend Approval)**
- f. **Consideration of financial institutions which the Township Treasurer will do business with in 2025, Resolution 2024-29-T (Recommend Approval)**
- g. **Consideration of Change Order No. 1 from Elmers for the Pressure Reducing Valve (PRV) Station of StoneRidge (Recommend Approval)**
- h. **Consideration of Contractor’s Application for Payment No. 3 from Elmers for the StoneRidge PRV (Recommend Approval)**
- i. **Consideration of StoneRidge PRV Station Close-out and Turnover documents (Recommend Approval)**
- j. **Consideration of Grand Traverse County Board of Public Works 2023 Master Specifications (Recommend Approval)**

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

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

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:09)

- a. **Notice of Intent to regionalize Material Management Planning (Benzie, Grand Traverse and Leelanau)**
- b. **Letters from Art Krueger dated October 18, 2024 regarding:**
 - * **Village at Garfield Water System Extension**
 - * **Windy Hills Phase II Water System Extension**
 - * **Marengo 31 Water System Extension**
 - * **Ridge View Court Water System Extension**
- c. **Letter to City regarding Water System**

6. Reports**a. County Commissioner's Report (6:15)**

County Commissioners Brad Jewett reported that the 2025 budget and the county transportation fleet would be discussed at the next meeting.

b. Construction Report (6:18)

Jennifer Graham from Gourdie Fraser submitted her report in writing and added that she mentioned an easement for a future PRV station on the Gauthier property to prospective owners. The StoneRidge PRV is complete and other projects are on hold pending water permits from the city. She added that the Copper Ridge Trailhead is out for bids and stormwater reviews continue.

c. Sheriff's Report (6:30)

Sheriff's Deputy Deborah St Croix reviewed October 2024 statistics. She also discussed Halloween activities and training activities by the department.

d. GT Metro Fire Report (6:31)

Fire Chief Paul Mackin reviewed statistics from October 2024 and added that grant applications are being prepared for a new ladder truck. He also discussed staffing changes at Metro.

e. MMR Report (6:41)

MMR Operations Manager Amy Fairchild stated that there were 334 calls in the township in October and MMR has hired two full time paramedics.

f. Planning Department Report for November 2024 (6:44)

Planner John Sych submitted his report in writing and gave the board updates to his report in light of the meeting held on November 6th.

g. Parks & Rec Report (6:48)

The Parks & Rec Report was submitted in writing. Parks Steward Sean Kehoe added that the water filing station at Silver Lake is popular. Pickleball reservations are done for the year and parks staff are looking at adding some pickleball courts at Silver Lake. A volunteer clean-up at Miller Creek was successful and maintenance is happening at all parks.

h. Treasurer's Report (6:53)

Macomber submitted her report in wiring and said tax bills will go out shortly.

i. Clerk's Report (6:54)

McManus submitted her report in writing and added that 69% of residents in Garfield voted.

j. Supervisor’s Report (6:57)

Korn reported that the Barns area has no water pressure and at a recent TTCl meeting, it was proposed to change Franke Road to a major connector. Agostinelli thanked him for his service on the Board.

7. Unfinished Business

a. Consideration of accepting letter of resignation from Trustee Barsheff (7:05)

Schmuckal moved and Agostinelli seconded to accept the letter of resignation as a Garfield Township Trustee from Chris Barsheff.

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

Board members discussed the next step in appointing a new trustee to take his place.

Schmuckal moved and Macomber seconded to advertise the trustee position for two weeks.

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

b. Consideration of resolution assigning duties to Township Manager, Resolution 2024-26-T (7:09)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2024-26-T, a Resolution assigning duties to Township Manager.

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

8. New Business

a. Consideration of accepting the Project Agreement for MNRTF grant for Grand Traverse Commons Natural Area Accessible Trail, Resolution 2024-27-T (7:12)

Agostinelli moved and Duell seconded THAT Township Board Resolution 2024-27-T, to accept the Project agreement for Michigan Natural Resources Trust Fund Grant #TF23-0025 for an accessible trail at the Grand Traverse Commons Natural Area, BE ADOPTED.

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

b. Consideration of letter of recommendation for Copper Ridge Trailhead – GT Commons (7:14)

This trailhead will provide an ADA accessible trail at the Commons area as well as parking for the area.

Schmuckal moved and Agostinelli seconded to approve the bid from Molon Excavating, Inc. for the Copper Ridge Trail Head Improvements Project in the amount of \$66,595.48.

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

c. Consideration of playground equipment for River East Recreation Area (7:20)

Parks Steward Sean Kehoe explained the quotes and indicated which playground equipment the Parks and Rec Commission chose.

Schmuckal moved and Agostinelli seconded to authorize the purchase of the Quad Adventure Unit from Sinclair Recreation in the amount of \$622,387 to be paid from ARPA funds.

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

d. Consideration of bids for Township snow removal contracts for 2024-2026, with a third year option (7:30)

Parks Steward Sean Kehoe indicated that three bids were received for the services. He recommends that Premier Outdoors be hired to do the parking lot at the township hall and Landgreen Lawn Care be hired for parks properties and trails.

Agostinelli moved and Schmuckal seconded to approve Premier Outdoors for snow removal at the township hall and Landgreen Lawn Care for the park properties and trails for a two year contract with a third year option.

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

9. Public Comment: (7:34)

Jennifer Graham thanked Steve Duell for working with her on projects throughout the years. She also thanked Chuck Korn for his work on the Board.

10. Other Business (7:38)

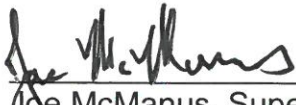
The Board asked about the traffic issue brought up earlier. Korn commented that extra traffic in that area was mostly due to the Grandview Parkway construction project.

Duell commented on soil erosion permits.

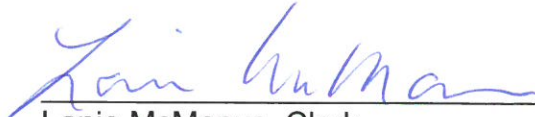
Supervisor Korn presented a Certificate of Appreciation to Steve Duell.

11. **Adjournment**

Korn moved to adjourn the meeting 7:45pm.



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 #2024-26-T

RESOLUTION ASSIGNING DUTIES TO TOWNSHIP MANAGER

WHEREAS, the MCL 42.10a authorizes the Township Board of a Charter Township to employ a Township Manager; and

WHEREAS the Charter Township of Garfield Board has appointed Chris Barsheff as the Township Manager; and

WHEREAS the Township Board finds it necessary and appropriate to the smooth functioning of the Township for the statutory duties of MCL 42.10 be transferred and delegated to the Township Manager as of November 20th, 2024:

- a) To see that all laws and township ordinances are enforced;
- b) To manage and supervise all public improvements, works, and undertakings of the township;
- c) To have charge of the construction, repair, maintenance, lighting and cleaning of streets, sidewalks, bridges, pavements, sewers and of all the public buildings or other property belonging to the township;
- d) To manage and supervise the operation of all township utilities;
- e) To be responsible for the preservation of property, tools, and appliances of the township;
- f) To see that all terms and conditions imposed in favor of the township or its inhabitants in any public utility franchise, or in any contract, are faithfully kept and performed.
- g) To attend all meetings of the township board, with the right to take part in discussions, but without the right to vote;
- h) To be a member, ex officio, of all committees of the township board;
- i) To prepare and administer the annual budget under policies formulated by the township board and keep the said board fully advised at all times as to the financial condition and needs of the township;
- j) To recommend to the township board for adoption such measures as he may deem necessary or expedient;
- k) To be responsible to the township board for the efficient administration of all departments of the township government;
- l) To act as the purchasing agent for the township or, under his responsibility, delegate such duties to some other office or employee;
- m) To conduct all sales of personal property, which the township board may authorize to be sold;
- n) To assume all the duties and responsibilities as personnel director of all township employees or delegate such duties to some other officer or employee;
- o) To perform such other duties as may be prescribed by this act or required of him by ordinance or by direction of the township board, or which are not assigned to some other official in conformity with the provisions of this act.

NOW THEREFORE BE IT HEREBY RESOLVED THAT the above statutory duties are transferred to the Township Manager as of this date; and

IT IS FURTHER RESOLVED that the Manager shall receive no additional compensation for the performance of these duties at this time; and

IT IS FURTHER RESOLVED that all resolutions or parts of resolutions in conflict herewith are hereby repealed.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

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

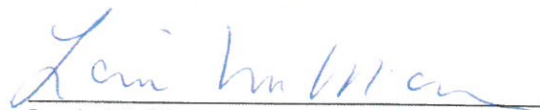
Nays: None

Absent and Excused: Chris Barsheff

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Charter Township of Garfield, 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 Garfield Township Board, Grand Traverse County, Michigan held on November 12 2024, at which meeting six (6) 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 made available as required by said Act.

Dated: 11/13/24



Lanie McManus
Clerk, Charter Township of Garfield
Grand Traverse County, Michigan

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

RESOLUTION #2024-27-T

**RESOLUTION TO ACCEPT PROJECT AGREEMENT FOR
MICHIGAN NATURAL RESOURCES TRUST FUND GRANT TF23-0025:
GRAND TRAVERSE COMMONS NATURAL AREA ACCESSIBLE TRAIL**

WHEREAS, the Charter Township of Garfield Township Board adopted on March 14, 2023 a resolution in support of grant application TF23-0025 in the amount of \$300,000 to the Michigan Natural Resources Trust Fund (MNRTF) for the construction of a universally accessible (UA) 1.4-mile trail loop within the northern portion of the Grand Traverse Commons Natural Area and committed to using up to \$368,100 in Township matching funds as a 55% local financial match to the project; and

WHEREAS, that the application TF23-0025 was recommended by the MNRTF Board on December 13, 2023 to the Michigan Legislature to receive an MNRTF grant in the amount of \$300,000; and

WHEREAS, the Michigan Legislature passed legislation appropriating funding for these grants recommended by the MNRTF Board which was approved by the Governor on October 8, 2024; and

WHEREAS, to receive the grant as authorized by this legislation, the Charter Township of Garfield Township Board shall enter into a Project Agreement with the Michigan Department of Natural Resources.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Garfield Township Board does hereby accept the terms of the Project Agreement for TF23-0025: Grand Traverse Commons Natural Area Accessible Trail as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the Charter Township of Garfield Township Board does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \$368,100 to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

Moved: Molly Agostinelli

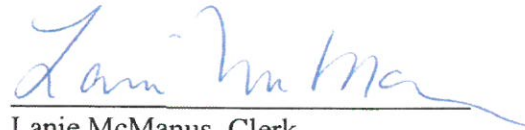
Supported: Steve Duell

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

Nays: None

Absent and Excused: Chris Barsheff

By:



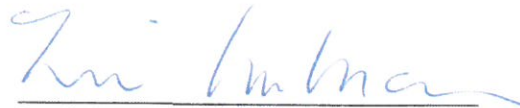
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2024-27-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of November, 2024.

Dated:

11-13-2024



Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2024-28-T

**INTENT TO CREATE SPECIAL ASSESSMENT DISTRICT
FOR LOGAN VALLEY RD & RACQUET CLUB DR ROAD IMPROVEMENT
AND CALL FOR PUBLIC HEARING**

BE IT HEREBY RESOLVED that the Charter Township of Garfield does hereby declare its intention to improve Logan Valley Rd & Racquet Club Dr within the following described area:

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 Northwest corner of Racquet Club Drive, 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.

By using an approved method of crush and shape road improvement, together with the necessary structures and other work incidental thereto, all within the proposed district in accordance with the petitions of property owners therefore.

BE IT FURTHER RESOLVED that the Township Board does tentatively designate the special assessment district against which the costs of improvements are to be assessed as Logan Valley Rd & Racquet Club Dr Road Improvement District, which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the improvement, the estimate of costs and to the special assessment district proposed to be established for the assessment of the cost of such improvement shall be held on December 10, 2024, at a regular meeting of the township board at Garfield Charter Township Hall in the upstairs, large meeting room, at 3848 Veterans Drive, Traverse City, Michigan, commencing at 6:00 p.m.

BE IT FURTHER RESOLVED that the Clerk is instructed to give the proper notice of such hearing by mailing and publication in accordance with law and statute provided.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Moved: Steve Duell

Supported: Denise Schmuckal

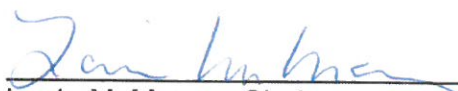
Ayes: Duell, Schmuckal, Macomber, Agostinelli, McManus, Korn

Nays: None

Absent and Excused: Chris Barsheff

RESOLUTION 2024-28-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 12th day of November, 2024.

Dated: 11/13/24

Lanie McManus
Lanie McManus, Clerk

**CHARTER TOWNSHIP OF GARFIELD
RESOLUTION 2024-29-T**

**APPROVAL OF FINANCIAL INSTITUTIONS WHICH
THE TOWNSHIP TREASURER WILL DO BUSINESS WITH IN 2025**

BE IT RESOLVED, that the Township Board of the Charter Township of Garfield approves of the Township Treasurer doing business with the following financial institutions in the year 2025.

Chase
4 Front Credit Union
Fifth Third Bank
Traverse Catholic Federal Credit Union
Independent Bank
First Community Bank
TBA Credit Union
Honor State Bank
Team One Credit Union
Huntington Bank
West Shore Bank

First National Bank of America
Northwestern Consumers Credit Union
Lake Michigan Credit Union
Nicolet National Bank
First Citizens Bank
Credit Union One
PNC Bank
Michigan Class
MSU Federal Credit Union
State Savings Bank
Flagstar Bank
Consumers Credit Union

Moved: Steve Duell

Supported: Denise Schmuckal

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

Nays: None

Absent/Excused: Chris Barsheff

The Chairman declared Resolution 2024-29-T duly adopted this 12th day of November, 2024.




Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2024-29-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of November, 2024.

Date: 11-13-2024



Lanie McManus, Clerk
Charter Township of Garfield