

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
June 11, 2024

Supervisor Korn called the Town Board Meeting to order at the Garfield Township Hall on June 11, 2024 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Staff Present: John Sych, Planning Director

1. Public Comment (6:01)

Dr. John VanWagoner, TCAPS Superintendent thanked Korn and the township for their support and discussed the August 6th bond for 3.1 mills. This is the same millage rate as last year and is for nuts and bolts fixes in the school system.

2. Review and Approval of the Agenda - Conflict of Interest (6:03)

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

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

Nays: None

3. Consent Calendar (6:04)

a. Minutes

May 14, 2024 Regular Meeting
(Recommend Approval)

b. Bills

(i) General Fund \$102,516.08
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews,
Sidewalk Assessment, Utility Plan Review,
Oversight and Closeout
\$ 9,828.50
General Utilities 22,877.50
General (Township Hall Boiler/AC Unit) 540.00
Park Funds/DNR Trust Fund 8,625.00
Special Assessment District (SAD) 12,300.00

Total	\$45,546.00
(Recommend Approval)	

- c. **MTT Update (Receive and File)**
- d. **ARPA Project Tracker Update (Receive and File)**
- e. **Consideration of appointing Jamie Douglass as a Code Enforcement Officer (Recommend Approval)**
- f. **Consideration of Resolution 2024-17-T regarding retention of meeting records on the Township website (Recommend Approval)**
- g. **Consideration of Resolution 2024-18-T amending the budget by \$25,000 to increase Contracted and Other Services line item (Recommend Approval)**
- h. **Consideration of Resolution 2024-19-T recommending approval of an On-Premises Tasting Room Permit for Cultured Ferments Company (Recommend Approval)**
- i. **Consideration of Contractor's Application for Payment No. 1 to Elmer's for Stoneridge PRV (Recommend Approval)**
- j. **Consideration of Contractor's Application for Payment No. 2 to Molon Excavating for Silver Lake Road Sanitary Sewer Extension (Recommend Approval)**
- k. **Consideration of BATA/TCHC Transit – Oriented Mixed Use Development Water and Sewer Extension, close-out and turnover documents (Recommend Approval)**
- l. **Consideration of Ridges 45 – Phase IV (South 22) Water and Sewer Extension, close-out and turnover documents (Recommend Approval)**
- m. **Consideration of Birmley Hills Site Condos – Sanitary Sewer and Water Main Extension, close-out and turnover documents (Recommend Approval)**

Board members removed consent item f. to be dealt with under agenda item #4.

Barsheff moved and Agostinelli seconded to approve the consent calendar as amended.

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

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

a. **Consideration of Resolution 2024-17-T regarding retention of meeting records on the Township website (Recommend Approval)**

Korn explained that items on the website over three years old would be removed as part of the website overhaul.

Agostinelli moved and Barsheff seconded to adopt Resolution 2024-17-T regarding retention of meeting records on the Township website.

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

Nays: None

5. **Correspondence (7:08)**

a. **Timeline of Executive Services for Township Manager from Amy Cell**

A timeline was presented in the search for a Township Manager. Barsheff stated that he will not be involved in the stakeholder interview process since he was going to apply for the position.

6. **Reports**

a. **County Commissioner's Report (6:10)**

County Commissioners Lauren Flynn and Brad Jewett reported that the COA will be moving into new offices soon and a 2024 tax rate request was approved. ARPA projects are slowly being fulfilled throughout the county and the 2023 Treasurer Annual Report was accepted. Flynn reported that she heard about the library millage that was going to be on the ballot and that the June 19th regular meeting was cancelled so that county safety training could be held.

b. **Construction Report (6:14)**

Engineer Jennifer Graham submitted her report in writing and added that the Stoneridge PRV was approved and the Silver Lake Sewer is complete. The CIP water project was resubmitted and the River East bathroom was ordered. A design is almost complete for the Barlow South Airport sidewalks and a Community Energy Grant was approved which funded the township boiler/AC unit replacement.

c. **Sheriff's Report (6:19)**

Lt. Roy Raska reviewed statistics from May 2024 and added that all township positions are filled at this time.

d. **GT Metro Fire Report (6:21)**

Fire Chief Paul Mackin reviewed statistics from May 2024 and added that the department is working on its 2025 budget. He attended meetings regarding upcoming summer festivals and applied for several grants.

- e. **Planning Department Report for May 2024 (6:30)**
Planner John Sych submitted his report in writing and noted that administrative approval would now be listed on Planning Department reports. The Master Plan will be coming to the board for adoption soon and a survey for branding will also be sent out shortly.
- f. **Parks & Rec Report (6:31)**
The Parks & Rec Report was submitted in writing.
- g. **Personnel Committee Report (6:32)**
Chet Janek gave a report on the Building Official position. An agreement was reached where current building official Carl Studzinski would work part time and a full-time inspector/plan reviewer would be hired.
- h. **Clerk's Report (6:36)**
McManus submitted her report in writing and added that the Clerk's office is busy and ballots are expected shortly.
- i. **Supervisor's Report (6:37)**
Korn reported that he met with the new Goodwill Housing Director who will look at bringing Carson Square into compliance. He also attended meetings with GT Connect regarding economic development in the region. He gave an update on an ordinance violation in the township and discussed water pressure at the Commons area with stakeholders.

7. **Unfinished Business**

None

8. **New Business**

a. **Concurrence of replacing existing asphalt trail along US 31 using ARPA funds (6:47)**

Planner Sych explained that because of the TJ MAXX relocation, ordinance requirements were reviewed. The trail in front of the shopping area needs repair. Global Asphalt gave an estimate for the US 31 trail and also for the trail in front of the Kohls shopping center area in the amount of \$13,480.00.

Schmuckal moved and Duell seconded to approve the contract for Global Asphalt in the amount of \$13,480.00 to replace the existing asphalt trail along US 31 using ARPA funds.

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

b. Consideration of Gourdie-Fraser's proposal for Ridgeview Court Water main extension (6:50)

Agostinelli moved and Macomber seconded to approve the Gourdie-Fraser proposal in the amount of \$33,000.00 for the Ridgeview Court water main extension to be paid from the water fund.

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

c. Consideration of Gourdie-Fraser's proposal for McCrea Booster Station (6:53)

Agostinelli moved and Schmuckal seconded to approve Gourdie-Fraser's proposal for the McCrea booster station in the amount of \$365,000.00.

Engineer Jennifer Graham said the next step was coordinating the cost estimates with all involved.

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

d. Consideration of new contract with MMR (7:00)

Korn cited MMR's commitment to the community and their efficiency and in house training programs. Director Amy Fairchild stated that MMR has good working relationships with other area providers to help it run smoothly.

Schmuckal moved and Agostinelli seconded to enter into a contract for services with MMR through December 31, 2028.

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

9. Public Comment: (7:07)

None

10. Other Business (7:07)

Korn moved and Schmuckal seconded to go into closed session under Section 13. 1. h of the Freedom of Information Act to discuss a memo from Attorney Scott Howard.

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

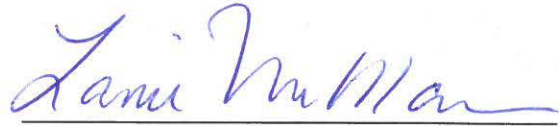
The meeting was reconvened at 7:28pm.

11. **Adjournment**

Korn adjourned the meeting at 7:28 pm.



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



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

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

RESOLUTION 2024-17-T

**RESOLUTON REGARDING RETENTION OF MEETING RECORDS
ON THE TOWNSHIP WEBSITE**

WHEREAS, the Charter Township of Garfield has possession of, and continues to receive, a wide range of records in the normal course of conducting the Township's business; and

WHEREAS, the retention of records in the Township's possession is regulated by Michigan laws (MCL Section 399.811 and MCL Section 750.491), which prohibit the destruction of records unless the Township has adopted the records retention schedule and destroys the records according to the procedures and schedules mandated by the Statute; and

WHEREAS, the Township, in addition to retaining required Township Boards' and Commissions' meeting records on paper and electronically, utilizes its website, Garfield-twp.com, to convey information to the community about meeting agendas, minutes, and other meeting related records; and

WHEREAS, in Michigan the specific requirement for municipal websites to retain and display meeting minutes and agendas hosted online is not regulated by the Open Meetings Act or other statewide regulations specifically in terms of online posting duration; and

WHEREAS, in the process of redesigning the Township website, it is recommended by the website designer to not keep older documents on the website to facilitate future ADA accessibility requirements.

NOW, THEREFORE, BE IT RESOLVED, THAT the Board of Trustees of the Charter Township of Garfield, hereby adopts Resolution 2024-17-T-T regarding website meeting records retention, thereby keeping online meeting records for a full three (3) years, and deleting those records dated prior to three (3) full years, provided these records are kept in a physical file or electronically according to the Township's records retention schedule..

Moved: Molly Agostinelli


Supported: Chris Barsheff

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

Nays: None

Absent and Excused: None

The Chairman, Chuck Korn, declared the motion carried and Resolution 2024-17-T adopted this 11th day of June 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 # 2024-17-T which was adopted by the Township Board of the Charter Township of Garfield at a regular meeting held on the 11th day of June 2024.

Dated:

6-12-2024



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

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

RESOLUTION TO AMEND THE BUDGET

RESOLUTION 2024-18-T

BE IT HEREBY RESOLVED, THAT budget amendment to increase line item 101-101-805.000 Contracted and Other Services in General Fund (101) by \$25,000 and take it from General Fund (101) line item 101-000-695.100 Fund Balance be approved.

Moved: Chris Barsheff


Supported: Molly Agostinelli

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

Nays: None


Absent and excused: None

The Chairman, Chuck Korn, declared the motion carried and Resolution 2024-18-T adopted this 11th day of June, 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 2024-18-T which was adopted by the Township Board of the Charter Township of Garfield on the 11th day of June, 2024.


Lanie McManus, Clerk



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

RESOLUTION 2024-19-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Charter Township of Garfield _____ council/board
(regular or special) (name of township, city, village)
called to order by _____ Supervisor Korn on June 11, 2024 at 6:00pm
(date) (time)
the following resolution was offered:
Moved by _____ Chris Barsheff and supported by _____ Molly Agostinelli
that the application from Cultured Ferments Company LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 3842 Jupiter Crescent, Traverse City, MI 49685

It is the consensus of this body that it recommends _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: 7
Nays: 0
Absent: 0

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Garfield Township
council/board at a _____ regular _____ meeting held on June 11, 2024
(regular or special) (date) (name of township, city, village)

Lanie McManus

Print Name of Clerk

Lanie McManus
Signature of Clerk

6-12-2024
Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax to: 517-763-0059