

CHARTER TOWNSHIP OF GARFIELD

TOWN BOARD MEETING

February 11, 2025

Supervisor McManus called the Town Board Meeting to order at the Garfield Township Hall on February 11, 2025 at 6:00 p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Chloe Macomber

Also in Attendance: Township Manager Chris Barsheff

1. Public Comment (6:00)

None

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

Supervisor McManus asked to remove the MMR report from the agenda.

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

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

Nays: None

3. Consent Calendar (6:03)

a. Minutes

January 28, 2025 (Recommend Approval)

b. Bills

General Fund \$104,479.05
(Recommend Approval)

c. Parks and Recreation Commission Annual Report for 2024 (Receive and File)

d. Township Strategic Plan – 2024 Year End Report (Receive and File)

e. Consideration of amending the address for High Tops TC, LLC, Class C License, Resolution 2025-04-T (Recommend Approval)

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

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

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:04)

None

6. Reports

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

County Commissioners Lauren Flynn stated that there was a study session and regular meeting with discussion centering on Safe Harbor. The BOC will help fund for a year-round program with certain stipulations attached to the money.

b. Sheriff's Report (6:06)

Lt. Roy Raska reviewed January statistics for Garfield Township.

c. GT Metro Fire Report (6:08)

GT Metro Chief Paul Mackin reviewed calls in the township and overall Metro area for January 2025. Mackin indicated that five candidates completed firefighter testing. Metro recruited for the public educator position and the new person will begin in March.

d. MMR Report

Removed from agenda, report included in packets.

e. Planning Department Monthly Report for February (6:18)

Report included in packets

f. Parks & Recreation Report (6:18)

The Parks and Rec report was included in packets. Schmuckal updated board members on the potential purchase of a Snow Dog which could be used to haul items on trails and groom trails for cross country ski activities.

g. Treasurer's Report (6:20)

Report included in packets

h. Clerk's Report (6:20)

Clerk's report was submitted in writing L. McManus stated that her department met with the auditor in preparation for the yearly audit.

i. Township Manager's Report (6:21)

Barsheff stated that there may be some major road projects coming in the next few years. He indicated that new water main lease agreements for

properties on Keystone and Cass Roads may be coming to the board. Board members discussed a possible easement for the water line. Barsheff stated that there is approximately \$25,000 remaining from an EGLE Grant for HVAC updates to the town hall and asked staff and the building committee to suggest projects. Upgrading bathroom heat at Silver Lake Park was suggested. Grand Traverse County will draft a MOU for the newly adopted Soil Erosion ordinance to enforce the ordinance until such a time that the township can take over completely. Barsheff indicated that he would make arrangements to purchase the Snow Dog for the township and stated that he was also inducted into the Rotary.

Traverse Connect Business Survey

Barsheff shared a proposed Traverse Connect survey for businesses in the township. He invited board members to make suggestions regarding the survey.

j. Supervisor's Report (6:35)

J. McManus reported that he met with Matt Cowell and discussed the water situation with the city. The letter to city went out on Jan 31st and no response has been received by the township yet. The BPW wished to revisit becoming an authority and all townships would need to approve the move. There will be a Joint Meeting with the Planning Commission at 6:00 on Wednesday February 26th.

7. Unfinished Business

a. Consideration of purchasing tablets for the Township Board (6:38)

Barsheff reviewed the cost of the tablets and gave board members the prices with or without the AppleCare plan.

Schmuckal moved to purchase tablets for the board members with the AppleCare protection plan included at a price of \$3,143.84. Agostinelli seconded.

Yeas: Schmuckal

Nays: Agostinelli, Korn, Lapp, L. McManus, J. McManus

Schmuckal moved and Korn seconded to purchase tablets and accessories for the board without an AppleCare protection plan at a cost of \$2,591.84.

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

Nays: None

8. New Business

a. Consideration of adopting a new Township Technology/Equipment Policy (6:46)

Barsheff presented the proposed Township Technology/Equipment Policy which covers everything from issuing the device to turning it back in. This policy would apply to the Board and all township staff.

Schmuckal moved and Lapp seconded to adopt the Township Technology/Equipment Policy as presented.

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

- b. Consideration of adopting updates to the Employee Handbook (6:47)**
Barsheff explained that this update was needed since the Earned Sick Time Act will take effect on February 21st. Board members discussed the handbook changes.

Schmuckal moved and Lapp seconded to adopt the new handbook updates as presented with two changes to the employee letter as proposed.

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

- 9. Public Comment: (7:02)**
None

- 10. Other Business (7:02)**
None

- 11. Adjournment**
McManus adjourned the meeting at 7:02pm.

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