

Treasurer's Report reflects
bank account balances

Treasurer's Report

JANUARY 2024

LIQUIDITY PORTAL INVESTMENTS

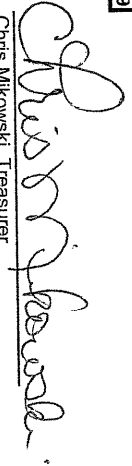
			RUNNING BALANCE	OPENING VALUE	DIVIDEND AMOUNT
#101 General Fund	General Fund Huntington		\$ 193,775.00		
#203 Metro Authority	Huntington Bank		\$ 44,846.35	\$ 1,420,600.30	\$ 6,275.53
#206 Fire Fund	Huntington Bank		\$ 219,435.49		
#590 Sewer CD Mat May 2018	Sewer Huntington		\$ 132,615.26	\$ 1,006,944.02	\$ 4,628.60
#591 Timberlee H20	Huntington Bank		\$ 138,345.09	\$ 1,022,684.11	\$ 4,531.55
#592 Greilleckville H20	Huntington Bank		\$ 65,374.70	\$ 285,840.75	\$ 1,271.42
#594 Marina	Marina Huntington		\$ 142,840.61	\$ 85,777.56	\$ 381.51
#701 Trust & Agency	Huntington Bank		\$ 2,436.95	\$ 1,780,845.39	\$ 7,275.49
#703 Current Tax	Huntington Bank		\$ 317,308.48		
#816 GSAD Receivable	Savings Huntington		\$ 21,303.50		
#820 Maintenance E.R. Rds	Huntington Bank		\$ 12,482.54		
#821 Maintenance S.B. Rds	Huntington Bank		\$ 5,942.01		
#861 Boyview Estates Lights	Huntington Bank		\$ 2,317.53		
#207 Police	Huntington Bank	CLOSED	\$ 0.00		
#815 E. Timberwoods	Huntington Bank	CLOSED	\$ 0.00		
#817 SBlue & Old Orch	Huntington Bank	CLOSED	\$ 0.00		
#818 Old Orchard	Huntington Bank	CLOSED	\$ 0.00		
TOTAL			\$ 1,299,023.51	\$ 5,602,692.13	\$ 24,364.10

INVESTMENT ACCOUNTS CD'S

	PURCHASED AMOUNT	CURRENT VALUE
#101 Goldman Sachs	\$ 200,000.00	\$ 197,918.00
#590 Ally Bank	\$ 250,000.00	\$ 247,545.00
#590 Morgan Stanley	\$ 150,000.00	\$ 149,331.00
#594 JP Morgan Chase	\$ 157,000.00	\$ 156,945.05

TOTAL **\$ 754,504.25**
GRAND TOTAL \$ 7,680,583.99

Connie M. Preston, Clerk


 Chris Mikowski, Treasurer

Elmwood Township Fire and Rescue Department

Fire Department Monthly Report – JANUARY 2024

From: Keith Tampa, Fire Chief
 To: The Township Board of Trustees, Charter Township of Elmwood

Total Calls for the Month: **55**

Incident Type Breakdown per the National Fire Incident Reporting System (NFIRS)

- **Fire Incidents:** 3
 - 3 Structure fires
 - **Overpressure Rupture, Explosion, Overheat (no fire):** 0
 - **Rescue & EMS Incidents:** 37
 - 36 EMS calls
 - 1 Motor vehicle accident with injuries
 - **Hazard Condition (No Fire):** 1
 - 1 Non-power line obstructing roadway
 - **Service Calls:** 7
 - 1 Assist police or other governmental agency
 - 6 Lift assists
 - **Good Intent Call:** 2
 - 1 Dispatched and cancelled enroute – Auto/Mut. Aid
 - 1 No incident found on arrival at dispatched address
 - **False Alarm/False Calls** 5
 - 1 CO detector activation due to malfunction
 - 2 Medical alarm – unintentional
 - 2 Smoke detector activation, no fire – unintentional
 - **Severe Weather** 0
-
- **No EFD Resource (Non-NFIRS category)** 0
This category represents the number of requests for service that EFD was unable to provide assistance. Calls may have been unfulfilled or covered by mutual aid.
 - **Overlapping Incident(s) (Non-NFIRS category)** 5

Mutual Aid – Given / Received

<u>Type of Aid</u>	<u>Incidents</u>	<u>Departments</u>
Received	1	Structure fire (Cedar)
Given	1	Structure fire (Leland)
Requested (Cancelled)	1	Structure fire (TCFD)

Response Times (averages)

<u>Type</u>	<u>Times (hh:mm:ss)</u>	<u>Notes</u>
• Alarm Handling (call to dispatch)	00:02:16	All calls
○ Alarm Hand. – Adjusted	00:01:09	Minus delays (Sheriff or another agency sent earlier. EFD usually requested after the fact.)
• Turnout Time (dispatch to enroute)	00:02:02	All calls*

*Mutual aid (given) may increase the turnout time. EFD maintains 2 personnel in the station to staff the ambulance, requiring off duty or paid-on-call to come in for the response or back fill. Mutual aid is provided sooner when more than 2 personnel are on duty.

General Updates

ADMINISTRATION / OPERATIONS

- **General Run Information.**
 - Call volume remained relatively the same compared to January 2023 (54 calls). Call types were similar.
 - All 5 overlapping calls had an EFD response.

- **General Operations.**
 - Reporting Software / Records Management Systems (RMS).
 - Research is again underway to improve / replace EFD's current line-up of software.
 - All systems are under scrutiny with the goal of improving the user interface and data retrieval.
 - Policies and Procedures.
 - All EFD manuals are under review.
 - Lexipol is working with EFD to combine multiple manuals / documents into two (2) manuals: EFD Policy Manual and EFD Standardized Operations Manual.
- **Grants.**
 - Assistance to Firefighters' Grant (FEMA).
 - Research is again underway to request funding for a 3000+ gallon Tanker and an exhaust capture/removal system for the station.
 - The grant period is opened January 29th and closes March 8th.
 - GTB 2% Grants.
 - EFD was awarded 50% of its request (\$7,375) to purchase a refurbished cardiac monitor.
 - Leelanau County Fire Chiefs' Association (LCFCA) was awarded the full amount of its request to purchase a respiratory fit testing machine to be used by all fire departments.
- **Personnel**
 - FF/EMT Andrew Bakker. FF A. Bakker has taken a leave of absence. Full and part-time staff are working to cover the openings in the schedule.
 - Part-Time Applicant. Processing one application for part-time firefighter/EMT.
 - Employee Evaluations. Research into online programs has begun.

APPARATUS AND EQUIPMENT

- ATV 181.
 - Repairs completed on rear differential seals and suspension.
 - Annual multi-point inspection completed by Classic Motor Sports.
 - Staff are researching capital replacement of the vehicle.
- Ambulance 191.
 - Tire leaking air. Repair made by Fox Motors.
- Twp Tractor.
 - PTO axle sheared set screws and disconnected. Repair made by Pioneer Diesel.
- Twp Pick Up Truck (Old).
 - Plow stopped working. Plow motor and hydraulic pump bad. Repair made by Art's Truck.
- Twp Pick Up Truck (New).
 - Tonneau cover installed to protect personal gear and equipment when the truck is used by staff when travelling to trainings and meetings. Cover is removable.

FACILITIES AND GROUNDS

- Sheriff's Office.
 - The space has been reclaimed by EFD for storage. The LCSO did not appear to need the space though we remain open if needs change.
- Fitness Room.
 - New rubber flooring is being installed in the 2nd floor fitness room.
- Showers.
 - Repair worked is expected to start mid to late February.

PUBLIC EDUCATION AND RELATIONS

- Winter / Ice Safety Class. Class provided to Pathfinder School.

TRAININGS

- | | | |
|------------------------|-------------------------|---------------------------|
| • Ice Rescue | • New Protocol Training | • Active Shooter Exercise |
| • Bloodborne Pathogens | • NRMCA Orientation | • Advanced Pre-Planning |

MEETINGS ATTENDED

- | | |
|--|---------------------------------|
| • Elmwood Township Planning Commission | • EFD Officers' Meeting |
| • LC Fire Chiefs' Meeting | • Marina Phase 3 Review Meeting |
| • EFD Department Meeting | |

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
RE: January 2024 Planning and Zoning Report

PERMITS:	01/2024	01/2023	YTD 2024	YTD 2024
Single Family Dwelling	1	0	1	0
Attached SFD	0	0	0	0
Accessory Building	0	0	0	0
AG Building	0	0	0	0
Residential Addition	0	0	0	0
Deck	0	1	0	1
Sign	0	0	0	0
Commercial	1	0	1	0
Misc.	0	0	0	0
Total Permits	2	1	2	1
Fees Collected	\$172	\$100	\$172	\$100

Zoning Board of Appeals:

January 3, 2024, Special Meeting. 1) Review and approve 10/23 Minutes – *approved as drafted*, 2) Review and approve 2024 meeting calendar – *approved as discussed with meeting time changed to 6:30*, 3) Election of Officers – *Bergstrom elected as Chair, Aprill as Vice-Chair, O'Rourke as Secretary*, 4) Review Rules of Procedure – *no action*.

Planning Commission:

January 16, Regular Meeting. 1) Site Plan Review SPR 2024-01 (no public hearing required). Request by Elmwood Township, regarding property at 13051 S West-Bay Shore Dr, parcel 004-033-082-00 for Phase III a-c of the Elmwood Township Marina project – *approved with condition*, 2) further discussion on special event facility language text amendment – *scheduled for Public Hearing at next meeting*, 3) Introduction. ZO 2017-04-22 – a Zoning Ordinance Amendment to amend Section 2.2 to add a definition for Dwelling, Multi and Lot Area, Gross and to modify the existing definitions for Parcel, Lot Area and Net Lot Area; create Section 3.14 to include development requirements for Multi-Dwelling developments; add Note 'I' to Section 5.6 to reference residential density requirements to Section 3.14; modify Section 7.1.2 so residential base density is determined using net acreage; modify Section 7.2.2 so residential density is based off of net lot area; modify Section 8.4.12 to have Site Plan Review applicants submit the gross lot area and net lot area – *discussion to be continued at next meeting*, 4) Introduction. ZO 2017-04-23 – a Zoning Ordinance Amendment to amend Section 2.2 to add definitions for Alcohol, Beer, Brewer, Brewery, Distiller, Micro Brewer, Small Distiller, Small Wine Maker, Spirits, Tasting Room, Wine Maker, revise definitions for Distillery, Wine, Winery, and eliminate definitions for Distillery Tasting Room, Wine, Brandy, Wine Drink, Mixed, Wine Related Beverages, and Wine Tasting Room; amend Section 5.4 to eliminate Distillery Tasting Rooms, Microbreweries/Distilleries, and Wine Tasting Room, Add 'Distillery and/or Brewery' and 'Tasting Room' as permitted uses under Site Plan Review or Special Use Permit in certain zoning districts, allow Winery as a use within the General Commercial and Light Industrial districts under Site Plan Review, renumber uses; amend Section 5.5.K to eliminate two requirements for Temporary Produce Stands and renumber subsequent requirements; add Section 5.5.N to contain requirements for Wineries, Distilleries, and Breweries; amend Section 6.1.3 to list parking requirements for Wineries, Distilleries, and Breweries; amend Section 9.8.J to contain requirements for Tasting Rooms for Wineries, Distilleries, and Breweries; eliminate Section 9.8.L Distillery Tasting Room and its requirements and reserve Section 9.8.L for future use – *discussion to be continued at next meeting*, 5) Selection of Officers – *Bechtold elected as Chair, Aprill as Vice-Chair, Kuzma as*

Secretary, 6) West Shore Extension Request – *motion made to grant 1-year extension, no second; motion failed, so by extension, extension request denied.*

February 20, Regular Meeting. Agenda not yet set, but will include, at a minimum, 1) Public Hearing on ZO 2017-04-17 - a Zoning Ordinance Amendment to Amend Section 2.2 Definitions to add definitions for ‘Active Farm Operation,’ ‘Festival,’ and ‘Special Event Facilities;’ amend Section 5.4 to allow for Special Event Facilities within the Agricultural-Rural Zoning District, with a Special Use Permit and to renumber the subsequent uses within the Land Use and Zoning District Table; amend Section 6.1.3 to add minimum required parking spaces for Special Event Facilities; amend Section 9.8.H to include standards and regulations specific to Special Event Facilities, 2) continued discussion on ZO 2017-04-22 as detailed above, 3) continued discussion on ZO 2017-04-23 as detailed above

Office Updates:

STRs. 93 licenses for 2024 have been issued. 11 applications are on waitlist.

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
JANUARY 8, 2024
IN THE TOWNSHIP HALL**

Call to Order:

Supervisor Shaw called the meeting to order at 6:00 p.m.

Pledge of Allegiance:

Supervisor Shaw led the Pledge of Allegiance.

Roll Call:

Present: Jeff Shaw, Connie Preston, Terry Lautner, Dave Darga, Chris Mikowski, Kyle Trevas, and Jordan Gallagher

Excused: None

Declaration of Conflict of Interest:

None

Public Comment

None

Consent Calendar:

Department Reports:

Treasurer

Planning/Zoning

Post Audit Invoices 12-15-23 through 12-31-23

Committee Reports:

Minutes:

12-11-23

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGATO APPROVE THE CONSENT CALENDAR AS PRESENTED. The motion passed unanimously by a voice vote.

Agenda Approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO APPROVE THE AGENDA AS MODIFIED BY THE DELETION OF DISCOVERY PIER UPDATE. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report and added that a pre-construction meeting was held with Basch and they are ready to get started.

Trustee Remarks

Trustee Trevas commented that MDOT received a large grant and are they on track for the project. Supervisor Shaw replied that they now have \$20 million for an \$18 million project. They are on track for the roundabout.

Engineer's Report

None

Other Officer Remarks

None

Communications from the Clerk

Clerk Preston reported that absentee ballot applications have been mailed.

OLD BUSINESS

None

NEW BUSINESS

Bond Authorizing Resolution

Patrick McGow, municipal finance lawyer for Miller Canfield explained that in November the board adopted a notice of intent not to exceed \$6 million and combining all three projects. The resolution authorizing the bond still has \$6 million but can be resized after project bids come in. He further explained that bonds are sold through competitive bids and the board has to award to the lowest bidder. Once the bonds are sold, we can close in three weeks. Even if the projects are put to bid late, it won't hurt. The Board can spend the money now and reimburse the funds once bond proceeds are received. We have a year after Treasury approval to sell the bonds. The bonds can be paid off after ten years.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE GALLAGHER TO ADOPT THE RESOLUTION AUTHORIZING 2024 CAPITAL IMPROVEMENT BONDS (LIMITED TAX GENERAL OBLIGATION). The motion passed 7-0 by a roll call vote.

BUDGET AMENDMENT

Clerk Preston explained that this amendment is to allow the transfer of \$30,000.00 from the ARPA fund to the fire fund for the cost of the chassis for the new ambulance.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 2 OF 2024, A BUDGET AMENDMENT RESOLUTION. The motion passed 7-0 by a roll call vote.

Payment of Invoices

MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON TO PAY THE INVOICES IN THE AMOUNT OF \$76,712.22. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

None

Adjournment

Supervisor Shaw adjourned the meeting at 6:22 p.m.

Planning/ Zoning Department
planner@elmwoodmi.gov

Elmwood Charter Township
10000 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

Date: January 25, 2024

RE: SPR 2024-01 Elmwood Township Marina Phase III

As you may know, the Michigan Planning Enabling Act (MPEA) requires that the Planning Commission review and approve any public building or ground that is covered by a Township Master Plan. As the project has received a permit from EGLE, I placed the plan for the Brewery Creek Parking Area before the Commission for review to ensure conformance with the MPEA and approved Township Plans.

The Planning Commission reviewed the proposed plan and ultimately found that the proposed project aligns with the Capital Improvement Plan, Open Space and Recreation Plan (OSRP), and Master Plan (which incorporates the OSRP).

Therefore, at their 1/16/2024 meeting, the Planning Commission made the following motion:

Motion by Commissioner Kuzma, seconded by Commissioner Roberts, to approve the proposed plan based on compliance with the adopted Township Plans, provided all outside agency permits are obtained.

Charter Township of Elmwood Planning Commission 2023 Annual Report

1. Introduction

The Planning Commission is an administrative body of seven residents comprised of six appointed officials and one elected official. The Planning Commission (PC) holds regular monthly meetings, typically, on the third Tuesday of each month. The Planning Commission is tasked with reviewing applications for site plan review, special land uses, planned developments, and zoning amendments (map and text). The PC also is required to hold the necessary public hearings for zoning text amendments.

2. Purpose of the Annual Report

The Michigan Planning Enabling Act (MPEA) contains language of the requirement of the Planning Commission to prepare an annual report to the Township Board. Further, by preparing an annual report, it increases information-sharing between staff, boards, commission, and the governing body. It is also an opportunity for Staff to thank the Planning Commission for their dedication to civic service, attention to detail, and thorough review of every application.

3. Membership

Planning Commission Member	Term Expiration
Rick Bechtold, Chair	May 31, 2025
Jeff Aprill, Vice-Chair	June 7, 2026
Jonah Kuzma, Secretary	May 31, 2024
Chris Mikowski – Township Board Rep.	November 19, 2024
Doug Roberts	June 7, 2026
Kendra Luta	June 21, 2025
Nathan McDonald	June 21, 2025

4. Meetings (Michigan Planning Enabling Act requires four meetings annually)

The Elmwood Township Planning Commission met 19 times in 2023; ten of which were special meetings. This meets the requirements of MPEA. In 2022, the Commission met 16 times.

Meetings 2023	Rick Bechtold Chair	Jeff Aprill Vice-Chair	Jonah Kuzma Secretary	Doug Roberts	Nate McDonald	Kendra Luta	Chris Mikowski Town Board
January 17	P	P	P	E	P	E	P
*January 18	P	P	P	E	P	E	P
February 21	P	P	E	E	P	P	P
*February 28	Meeting opened and immediately adjourned to a later date; roll call not taken.						
March 21	P	P	P	E	P	P	P
*March 22	P	P	P	E	P	P	E
*April 11	P	P	P	E	P	P	P
*April 18	P	P	P	E	P	P	P
*May 23	P	P	P	P	P	P	P
*May 24	P	P	P	E	P	P	P
June 20	P	P	P	P	P	P	P
*June 22 (workshop)	P	P	P	P	E	P	P
July 18	P	P	P	P	E	E	P
August 15	P	P	E	P	P	E	P
*September 5 (workshop)	P	P	E	P	E	P	P
September 26	P	P	P	E	E	P	E
October 24	P	P	P	P	P	P	P
*November 15	P	P	P	P	P	P	P
December 19	P	P	P	P	P	P	P
Present Total Meetings	19/19	19/19	18/19	10/19	15/19	15/19	17/19
Meeting Attendance: P=Present E=Excused A=Absent * = Special Meeting							

5. Master Plan Review

In 2022, the Commission reviewed its Master Plan. It was ultimately decided that the Plan needs to be updated. Over the next two years, the Township will work with an TBD consultant, residents, & other stakeholders on the Master Plan.

6. Development Reviews (Planning Commission) and Variance Requests (ZBA)

Project Type	Location	Brief Description	Status	Date of Action
Variance	8230 E Lakeview Hills Rd	Reduce 50' setback for Agricultural Commercial Enterprise structure to 25' and 22.5.'	Approved with conditions	1/4/2023
Variance	10406 S West-Bay Shore Dr	Reduce 30' front setback to 26' to expand previously approved deck and roof	Approved with conditions	2/1/2023
SPR/SUP	8320 E Lakeview Hills Rd	Agricultural Commercial Enterprise (Farm Market) in old schoolhouse	Approved with conditions	2/21/2023
SPR/SUP	0 Timberlee Dr., 10901 and 10800 S. Cottonwood Dr., and 0 E. Timberwoods Dr.	Resort	On 5/24/2023, Commission approved applicant's request for adjournment of deliberations and decision to an undetermined time, date, and location to allow the applicant to submit a subsequent application amending the project. If applicant wishes to proceed with original application, notices will be sent out per ZEA.	TBD
SPR	13223 S West-Bay Shore Dr	Discovery Pier pavilion	Approved with conditions	2/21/2023
Variance	0 S Briar Dr 0 E Pico Dr 10651 E Grandview Rd	Reduce 250' seasonal outside storage of recreational vehicles, boats, snowmobiles on trailers, and empty cradles to allow expansion of pre-existing use within the pre-existing fence.	Approved with conditions	4/5/2023
SPR	10240 E Cherry Bend Rd	Complete remodel of parking lot	Approved with conditions	5/23/2023
SPR	8075 E Hoxie Rd	Addition to church	Approved with conditions	6/20/2023
SPR	10341, 10361, and 10369 E Cherry Bend Rd	Expansion of Thompson Surgical (Light Fabrication)	Approved with conditions	6/20/2023
SPR/SUP	8850 E Lincoln Rd	Taproot Farmstead	Approved with conditions	7/18/2023

SPR/SUP	0 S Briar Dr, 0 E Pico Dr, and 10651 E Grandview Rd	Expansion of pre-existing boat storage	Approved with conditions	8/15/2023
SPR	0 Fisherman's Cove	Brewery Creek Parking Area	Approved	7/18/2023
SPR	0 Lincoln Rd	Gallagher Distillery	Approved with conditions	9/26/2023
Variance	10945 S West-Bay Shore Dr	10' water's edge setback to replace rear deck in same location	Approved with conditions	10/11/2023
SPR/SUP	10051 S Lake Leelanau Dr	Expansion of previously permitted Microbrewery at Farm Club; Agricultural Commercial Enterprise (new Farm Market)	Approved with conditions	10/24/2023
SPR	13360 S West-Bay Shore Dr	Personal Service Establishment	Approved with conditions	11/15/2023

7. Zoning Ordinance Text and Map Amendments

- ZO 2017-04-19, a Zoning Ordinance Amendment to amend Section 3.17 Temporary/Seasonal Uses and Structures. **Action:** Introduced to PC in November 2022, Hearing held in January. Tabled.
- ZO 2017-04-20, a Zoning Ordinance Amendment to amend Section 2.2 Definitions to modify the definitions of "Club", "Building Height", "Campground", "Motel", and add "hotel"; amend Section 5.4 to have the use "Routine Essential Services" align with section 9.8.B.1-3; amend Section 8.3-8.6 to streamline Site Plan Review; amend Section 9.5 to correct clerical error. **Action:** adopted by the Township Board, effective 5/26/2023.
- ZO 2017-04-21 a Zoning Ordinance Amendment to amend Section 2.2. Definitions to modify the definition of "Basement", amend Section 3.7 to incorporate NFIP Requirements. **Action:** adopted by the Township Board, effective 5/26/2023.
- ZO 2017-04-17-a Zoning Ordinance Amendment to amend Section 2.2 Definitions to add definitions for "Active Farm Operation", "Festival", and "Special Event Facilities", amend Section 5.4 to allow for Special Event Facilities within the Agricultural-Rural Zoning District, with a Special Use Permit and to renumber the subsequent uses within the Land Use and Zoning District Table; amend Section 9.8 H to include standards and regulations specific to Special Event Facilities. **Action:** hearing held 12/19/23; Commission requested further information; discussion will continue in 2024.

8. In Closing & Looking Forward

The Commission and ZBA have had a busy year. Throughout 2024, in addition to reviewing applications as they are submitted, the Commission will also begin the process for updating the Master Plan, review existing CIP and update as necessary, as required by Michigan Planning Enabling Act, review Zoning Ordinance for any necessary updates, and will hold quarterly work session meetings for review of policies and ordinance, if necessary. The Commission has no recommendations to the Township Board at this time.

Approved by Planning Commission: January 16, 2024

Submitted to Township Board: February 12, 2024

Check Register Report

Date: 02/06/2024

Time: 10:57 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount	
Checks									
38406	01/22/2024	Printed			A127	AT&T MOBILITY	ACCT#287303700094	242.08	
38407	01/22/2024	Printed			B111	BLUECROSS BLUESHIELD OF GROUP MI	007015150710	526.03	
38408	01/22/2024	Printed			C029	CHARTER COMMUNICATIONS	ACCT#005047601	443.18	
38409	01/22/2024	Printed			C010	CHERRYLAND ELECTRIC COOP	ACCT#9902700	106.55	
38410	01/22/2024	Printed			C040	CONSUMERS ENERGY	ACCT#1000 5299 8042	2,228.00	
38411	01/22/2024	Printed			M020	DTE ENERGY	ACCT#9100 218 4472 5	1,630.44	
38412	01/22/2024	Printed			G046	GRAYBAR FINANCIAL SERVICES	Contract 100-8704031-001 phone	457.10	
38413	01/22/2024	Printed			G425	GUARDIAN	GROUP 00 357534	507.25	
38414	01/22/2024	Printed			P043	PRIORITY HEALTH	GROUP 790105 S001	4,916.74	
38415	01/22/2024	Printed			V023	VSP	CLIENT ID 30031936	292.69	
					Total Checks: 10		Checks Total (excluding void checks):		11,350.06
					Total Payments: 10		Bank Total (excluding void checks):		11,350.06

Check Register Report

Date: 02/06/2024
 Time: 10:57 am
 Page: 2

ELMWOOD TOWNSHIP

BANK: ONLINE PAYMENTS

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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ONLINE PAYMENTS Checks

500034	01/22/2024	Printed			S146	SUPERFLEET MASTERCARD PROGRAM	ACCT#FB627	882.68
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Total Checks: 1	Checks Total (excluding void checks):	882.68
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Total Payments: 1	Bank Total (excluding void checks):	882.68
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Total Payments: 11	Grand Total (excluding void checks):	12,232.74
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**Elmwood Charter Township
Motion to go into Closed Session**

Moved by _____, seconded by _____,
to go into closed session pursuant to Section 8(h) of the Open Meetings Act, being
MCL 15.268(h), to consider the written memo from our attorney dated January 2, 2024,
which is exempt from disclosure by Section 13(1)(g) of the Michigan Freedom of
Information Act, being MCL 15.243(1)(g), since this memo is subject to the attorney-
client privilege.

AND

to consider the written memo from our attorney dated February 2, 2024,
which is exempt from disclosure by Section 13(1)(g) of the Michigan Freedom of
Information Act, being MCL 15.243(1)(g), since this memo is subject to the attorney-
client privilege.

NOTE: A 2/3 roll call vote of the members elected and serving is required to go into
closed session. In addition, a separate set of minutes of the closed session must be
taken and kept for 1 year and 1 day after approval of the minutes of the open session at
which the closed session was approved.

Supervisor's Report

2/12/24

1. Basch has been working non-stop on the Brewery Creek and should be ready for asphalt when the plants open in the spring. They have taken down the 7 light poles and we are looking at disassembling them and storing them for parts at the old fire hall.
2. When the Board talked about security cameras at the Township Hall, we had talked about a security system, including panic buttons and possibly an upgradable system with key cards, etc. We have been getting quotes and will have them for next month.
3. There has been some disagreement between our new internet provider and old internet provider at the Marina. We are working through the details of what we received and what was still owed to and from Elevate Net. It should be resolved before our next meeting.
4. As required in the Fire Union Agreement with local 5387, union president Bob Sokolnicki and I have been trying to find a more affordable/better health care option for the employees of the Township. Unfortunately, the Affordable Care Act makes it illegal to combine groups to get a better rate (large groups of 50 or more qualify for a reduced family rate). We have explored all possibilities, including Medishare, Human Resource options, etc. If we come up with any viable options, we will bring it to the Board.
5. The Grand Traverse County Drain Commissioner has hosted a couple round table discussions before, during and after a set of FEMA zoom meetings regarding the new floodplain maps and regulations. I have been attending, along with the Leelanau County Drain Commissioner and several others from Grand Traverse County and the City of Traverse City.
6. I have begun revisiting the single trash hauler possibility for Elmwood Township. You may have seen the article in the Record Eagle regarding the cost difference for GFL trash services in the different communities. Back in 2016, American Waste insinuated they would sue us if we tried to change to a single trash hauler, based on language in the Solid Wasted Management Plan and their contract with Leelanau County. I am trying to see if there is a possibility.
7. Sarah Clarren, myself, TTCI, TART and the Leelanau County Road Commission continue to meet regarding redesigning Cherry Bend Road in 2026 to include a trail and or sidewalks. Initially, our Engineers proposed curb and gutter to create more room for a trail, but the County Road Commission has insisted on a left turn lane if there is curb and gutter. That would eliminate any gain in space for a trail, and increase the cost by up to \$1 million. We are still working together to figure out the best option. More to come.
8. We are continuing to get through the process of resolving our first grievance with the Fire Union Local 5387. We are in the process of scheduling mediation in the next few weeks. We'll keep you informed.



December 12th, 2023

Connie Preston
Charter Township of Elmwood
10090 E Lincoln Rd
Traverse City, MI 49684

Re: Proposal to invest in the Housing Ready Program in Leelanau County

Dear Connie,

As you know, the shortage of housing in Leelanau County is at a crisis level and has been the focus of Housing North and the Leelanau Housing Action Committee over the past few years. Recently, an investment by public and private in the community helped bring our Housing Ready Program to Leelanau County, and we are now beginning to see positive results in the housing sector. We are seeking your financial support to help us keep that momentum going.

Our Housing Ready Program has become a visible, and integral resource in Leelanau County over the past 12 months. We have connected with all fourteen units of government and attended at least twenty-five public meetings in that time. We have been regular speakers at services clubs and to other organizations. While it is one thing to give presentations or attend meetings, it is another to put together results, and Housing North has done that. With the support from our Housing Ready Program in Leelanau County, there are:

- #82 housing units in the pipeline
- #16 units' new units for year-round housing
- #4 year-round rental units preserved.
- #5 units of government making important changes to zoning

There is tremendous value in having a technical support housing expert at-the-ready in Leelanau County. The county Housing Action Committee is a volunteer committee with limited professional staff time. The committee cannot work daily to track projects, find funding, meet with potential developers, etc. A Housing North Housing Ready person will work daily on housing issues across the county and connect with key organizations like Peninsula Housing, Homestretch, Habitat for Humanity, Michigan State Housing

Creating pathways and partnerships for housing in Northwest Michigan.

PO BOX 1434 | TRAVERSE CITY, MICHIGAN 49685 | 231.335.1685 | info@housingnorth.org

housingnorth.org



Development Authority (MSHDA) and the Michigan Economic Development Authority (MEDC) to help bring projects across the finish line.

Won't you help us keep this momentum going? We are fortunate that Leelanau County, Leelanau Christian Neighbors, the Leelanau Township Community Foundation, The Suttons Bay Chamber of Commerce and Bingham Township continue to see the value in the Housing Ready Program and have pledged to continue their funding support through 2024. Their donations make up around 50% of the support it takes to fund this work.

We need the remaining 50% to be funded by local units of government in Leelanau County. We hope that we can count on your support with a contract for services of \$5000/year for the next two years. In the meantime, Housing North will continue to work to find other sustainable funding models to assure that we continue to bring new housing opportunities to Leelanau County on into the future.

Thank you for your consideration.

Sincerely,

Yarrow Brown
Executive Director

Sharon Oriell Leelanau County Board Member
Vice President, Housing North

Encl. Example Contract; One Year Summary-Leelanau Housing Ready Program

Creating pathways and partnerships for housing in Northwest Michigan.

Contract Number: _____

Contractual Agreement

Between

TOWNSHIP
ADDRESS

And

Housing North
P.O. Box 1434
Traverse City, MI 49685

This Contract, designated Number _____ is made and entered into by and between NAME OF TOWNSHIP, ADDRESS, hereinafter referred to as THE TOWNSHIP and Housing North, P.O. Box 1434, Traverse City, MI 49685, hereinafter referred to as HN on the ___ day of _____, 20___ (the "Effective Date").

In consideration of the mutual promises, covenants, and representations herein contained, the parties hereto agree as follows:

I. STATEMENT OF PURPOSE

The purpose of this agreement is to establish formal terms related to technical assistance provided by HN to THE TOWNSHIP for the purpose of providing technical support services through their Housing Ready Program.

II. SCOPE OF WORK

1. HN agrees to perform the functions set forth in Attachment A, hereinafter referred to as "The Project" and comply fully with subsequent revisions and modifications.
2. HN is performing Housing Ready Program services contemplated by this Contract as an independent contractor and is not acting as an employee or agent of THE TOWNSHIP. As a result of the organization's status as an independent contractor, THE TOWNSHIP shall not be responsible for any state or federal income tax withholdings and shall not be responsible for providing worker's compensation insurance coverage for HN.

III. PERIOD OF PERFORMANCE

The CONTRACTOR shall commence performance of this Contract on _____, 2023, and shall complete said performance on _____.

IV. COMPENSATION

THE TOWNSHIP agrees to pay HN as compensation for all costs, work performed and services provided under this Contract for up to _____ months in an amount not to exceed \$xx. Should additional services be required, THE TOWNSHIP Administrator shall be permitted to raise this cap subject to budgetary controls of THE TOWNSHIP. HN is not authorized to make any purchases or charge any expenditures to THE TOWNSHIP without prior approval of THE TOWNSHIP Administrator or THE TOWNSHIP Administrator's authorized representative. One-quarter of the Compensation is due within thirty (30) days of the Effective Date and the remaining compensation shall be billed in one-quarter increments every three months thereafter and shall be due within thirty (30) days of receipt of any invoice by THE TOWNSHIP.

V. TERMINATION

1. The parties shall procure and shall maintain during the life of this Contract General Liability Insurance in an amount not less than \$1,000,000 per occurrence for injuries, including accidental death, for each person; and subject to the same limit for each person, in an amount not less than \$1,000,000 per occurrence on account of each accident; and Property Damage Insurance in an amount not less than \$1,000,000 each occurrence; and combined Single Limit for Bodily Injury and Property Damage Liability in an amount not less than \$1,000,000 for each occurrence. The policy shall contain an endorsement stating that the other party, its board, officers, employees, and agents have been named as additional insureds onto such policy for all claims arising out of the services provided under this Agreement.

VI. FORCE MAJEURE

If because of Force Majeure either party is unable to carry out any of its obligations under this Contract (other than obligations of such party to pay or expend money for or in connection with the performance of this Contract), and if such party promptly gives to the other party concerned written notice of such force majeure, then the obligations of the party giving such notice will be suspended to the extent made necessary by such force majeure and during its continuance, provided the effect of such force majeure is eliminated insofar as possible with all reasonable dispatch. "Force Majeure" means unforeseeable events beyond a party's reasonable control and without such party's fault or negligence, including, but not limited to, acts of God, acts of public enemy, acts of the federal government, fire, flood, inclement weather, epidemic, quarantine restrictions, strikes and embargoes, labor disturbances, the unavailability of raw materials, legislation, orders or acts of civil or military authority, injunctions, or other causes of a similar nature which wholly or substantially prevent performance.

If the Contractor is delayed in the completion of the Project due to Force Majeure, or otherwise, the Period of Performance may be extended for a period determined by the parties to be equivalent to the time of such delay.

The parties agree the COVID-19 Pandemic is not a force majeure event; however it may impact the method and means of completing the Project. This impact shall not affect the Compensation as set forth in this Contract.

VII. NONDISCRIMINATION

The parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, sexual orientation, gender identity, religion, national origin, age, sex, height, weight, family status, marital status, or physical or mental disability. Breach of this covenant may be regarded as a material breach of this Contract.

VIII. DISPUTE RESOLUTION

The parties agree to use good faith negotiations to resolve any dispute that may arise under or relate to this Contract and will attempt to reach an amicable resolution of such dispute. In the event that the parties are not able to resolve any dispute by negotiation, the parties agree prior to any other action or proceeding to meet in good faith in at least one mediation session with a mediator mutually agreed to by both parties at a location agreed to by both parties. Each party will bear its own costs in mediation and the fees and expenses of the mediation will be shared equally by the parties.

IX. MISCELLANEOUS

1. **Governing Law.** The parties agree that the validity, construction, enforcement and interpretation of this Contract shall be governed by the laws of the State of Michigan.
2. **Non-Assignability.** This Contract may not be assigned by either party without the express written consent of the other party.
3. **Entire Agreement:** The Contract contains the entire agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, among the parties.
4. **Severability** The invalidity or unenforceability of any provision of this Contract shall not affect the other provisions, and this Contract shall be construed as if such invalid or unenforceable provision were omitted.
5. **Modifications.** A request for Contract modification may be made by either party and will be subject to negotiation, if necessary, but shall not be effective unless agreed to in writing by both parties.
6. **Not a Joint Venture.** The parties do not intend this Contract to be a joint venture.
7. **Third Party Beneficiaries.** This Contract confers no rights or remedies on any third party, other than the parties to this Contract and their respective successors and permitted assigns.

8. Execution in Counterparts. This Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
9. Digital Signatures. The parties hereto acknowledge and agree under the Uniform Electronic Transactions Act, MCL 450.832, et seq. that this Contract may be executed with the electronic signature of any person authorized and required to sign on behalf of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

FOR THE NAME OF TOWNSHIP

_____ Date

NAME
TOWNSHIP Board Chairperson

_____ Date

FOR HOUSING NORTH

_____ Carlin Smith
President

_____ Date

ATTACHMENT A

SCOPE OF WORK

Housing North staff will provide professional services to communities in TOWNSHIP OF X including but not limited to the following activities:

Serve as the primary point of contact for housing related questions and provide referrals to appropriate partners and resources

Work with community partners to effectively communicate the need for housing solutions in THE TOWNSHIP OF X and help educate locally elected officials and community members about best practices for housing solutions

Support partner efforts to encourage and assist units of government with adopting zoning that alleviates community housing challenges

Work with community partners and the OTHER PARTNERS (LIST) to identify priority sites for housing opportunities and garner community support

Work with community partners to assist in building development capacity for housing including rehabilitation programs and supporting new construction within THE TOWNSHIP OF X

Research, seek and implement grants from local, state and national sources to leverage financial support for addressing CITY OF Z housing challenges

Development of clear guidelines outlining the process, available funding vehicles, and timetables for programs and incentives

Coordinate and build upon the goals and actions of the NAME OF ACTION PLAN and other associated housing plans and strategies

Coordinate specific housing related incentives, funding programs and partnership opportunities around specific properties and act as a single point of contact for developers and investors.

Elmwood Township Fire and Rescue Department

MEMORANDUM

To: Township Board of Trustees, Charter Township of Elmwood
From: Keith Tampa, Fire Chief
Date: February 6, 2024
Re: **BUDGET AMENDMENT TO SUPPLEMENT THE PURCHASE OF A CARDIAC MONITOR**

I am seeking a budget amendment from the Township Board to support the purchase of a refurbished cardiac monitor for our ambulance.

BACKGROUND

In late 2023, EFD requested funding for a refurbished cardiac monitor from the Grand Traverse Band (GTB) 2% grant program. The request was made to improve patient care and provide early notification to emergency room staff of a cardiac event (see GTB 2% narrative and "Why" attachment). EFD was awarded half (1/2) of the requested amount (\$7375) requiring I seek additional funding to fulfill the purchase.

In order to stretch the award farther, EFD's EMS Director was tasked to continue researching options and vendors. This led us to discover that the original monitor selected would not be supported by the manufacturer, requiring the selection of a newer refurbished model and a corresponding increase in cost. The result of the additional research led to the final selection of a refurbished Lifepak 15 cardiac monitor, the same model used by several agencies within the area, and the addition of all needed accessories and supplies.

REQUEST

I am requesting a budget amendment to move a minimum of \$13,000 from the fire fund to the 2024 fire budget for new equipment. If approved, the budget amendment and grant award will provide the funding for the newer cardiac monitor, initial supplies, mounting brackets, and needed accessories. The GTB 2% award will provide a savings of approximately 36% on the monitor and supplies while meeting the department's goals.

LIFEPAK[®] 15 monitor/defibrillator

Data sheet

Ease of use

- More than 20 clearly labeled, dedicated buttons
- Front-facing cables, connectors, and 100mm printer

Clinical effectiveness

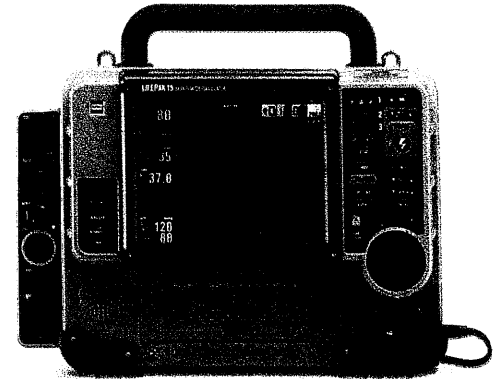
- 360J biphasic
- ST-segment trending
- University of Glasgow 12-Lead ECG Analysis Program

Durability

- LIFEPAK TOUGH™
- Dual-layer screen protector
- Large, shock absorbing handle

Reliability

- Upgradeable platform
- Daily, 3AM diagnostic self-test



Specifications

General

The LIFEPAK 15 monitor/defibrillator has six main operating modes:

AED mode: for automated ECG analysis and a prompted treatment protocol for patients in cardiac arrest.

Manual mode: for performing manual defibrillation, synchronized cardioversion, noninvasive pacing, and ECG and vital sign monitoring.

Archive mode: for accessing stored patient information.

Setup mode: for changing default settings of the operating functions.

Service mode: for authorized personnel to perform diagnostic tests and calibrations.

Demo mode: for simulated waveforms and trend graphs for demonstration purposes.

Physical characteristics

Weight:

- Basic monitor/defibrillator with new roll paper and two batteries installed: 17.5 lb (7.9 kg)
- Fully featured monitor/defibrillator with new roll paper and two batteries installed: 18.5 lb (8.4 kg)

Lithium-ion battery: ≤1.3 lb (0.6 kg)

Accessory bags and shoulder strap: 3.9 lb (1.77 kg)

Standard (hard) paddles: 2.1 lb (0.95 kg)

Height: 12.5 in (31.7 cm)

Width: 15.8 in (40.1 cm)

Depth: 9.1 in (23.1 cm)

Display

Size (active viewing area): 8.4 in (212 mm) diagonal; 6.7 in (171 mm) wide x 5.0 in (128 mm) high

Resolution: display type 640 dot x 480 dot color backlit LCD

User selectable display mode: full color or SunVue™ display high contrast

Display: a minimum of 5 seconds of ECG and alpha numerics for values, device instructions, or prompts

Display: up to three waveforms

Waveform display sweep speed: 25 mm/sec for ECG, SpO₂, IP, and 12.5 mm/sec for CO₂

Data management

The device captures and stores patient data, events (including waveforms and annotations), and continuous waveform and patient impedance records in internal memory.

The user can select and print reports, and transfer the stored information via supported communication methods.

Report types:

- Three format types of CODE SUMMARY™ critical event record: short, medium, and long
- 12-lead ECG with STEMI statements
- Continuous Waveform (transfer only)
- Trend Summary
- Vital Sign Summary
- Snapshot

Memory capacity: Total capacity is 360 minutes of continuous ECG, 90 minutes of continuous data from all channels, or 400 single waveform events. Maximum memory capacity for a single patient includes up to 200 single waveform reports and 90 minutes of continuous ECG.

Communications

The device is capable of transferring data records by wired or wireless connection. This device complies with Part 15 of the FCC rules, and its operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any

interference received, including interference that may cause undesired operation.

- Serial Port RS232 communication + 12V available
- Limited to devices drawing maximum 0.5 A current
- Bluetooth® technology provides short-range wireless communication with other Bluetooth-enabled devices

Monitor

ECG

ECG is monitored via several cable arrangements:

A 3-wire cable is used for 3-lead ECG monitoring. A 5-wire cable is used for 7-lead ECG monitoring. A 10-wire cable is used for 12-lead ECG acquisition. When the chest electrodes are removed, the 10-wire cable functions as a 4-wire cable. Standard paddles or QUIK-COMBO pacing/defibrillation/ECG electrodes are used for paddles lead monitoring.

Frequency response:

- Monitor: 0.5 to 40 Hz or 1 to 30 Hz
- Paddles: 2.5 to 30 Hz
- 12-lead ECG diagnostic: 0.05 to 150 Hz

Lead selection:

- Leads I, II, III, (3-wire ECG cable)
- Leads I, II, III, AVR, AVL, and AVF acquired simultaneously (4-wire ECG cable)
- Leads I, II, III, AVR, AVL, AVF, and C lead acquired simultaneously (5-wire ECG cable)
- Leads I, II, III, AVR, AVL, AVF, V1, V2, V3, V4, V5, and V6 acquired simultaneously (10-wire ECG cable)

ECG size: 4, 3, 2.5, 2, 1.5, 1, 0.5, 0.25 cm/mV (fixed at 1 cm/mV for 12-lead)

Specifications cont.

Heart rate display:

- 20–300 bpm digital display
- Accuracy: $\pm 4\%$ or ± 3 bpm, whichever is greater
- QRS Detection Range Duration: 40 to 120 msec
- Amplitude: 0.5 to 5.0 m

Common mode rejection (CMRR): ECG Leads: 90 dB at 50/60 Hz

SpO₂/SpCO/SpMet

Sensors:

- MASIMO® sensors including RAINBOW® sensors
- NELLCOR® sensors when used with the MASIMO RED™ MNC adapter

SpO₂

Displayed saturation range: “<50” for levels below 50%; 50 to 100%

Saturation accuracy: 70–100% (0–69% unspecified)

Adults/pediatrics:

- ± 2 digits (during no motion conditions)
- ± 3 digits (during motion conditions)

Dynamic signal strength bar graph

Pulse tone as SpO₂ pulsations are detected

SpO₂ update averaging rate user selectable:

4, 8, 12 or 16 seconds

SpO₂ sensitivity user selectable: Normal, High

SpO₂ measurement: Functional SpO₂ values are displayed and stored

Pulse rate range: 25 to 240 bpm

Pulse rate accuracy (adults/pediatrics):

- ± 3 digits (during no motion conditions)
- ± 5 digits (during motion conditions)

Optional SpO₂ waveform display with autogain control

SpCO®

SpCO concentration display range: 0 to 40%

SpCO accuracy: ± 3 digits

SpMET®

SpMet saturation range: 0 to 15.0%

SpMet display resolution: 0.1% up to 10%

SpMet accuracy: ± 1 digit

NIBP

Blood pressure systolic pressure range: 30 to 255 mmHg

Diastolic pressure range: 15 to 220 mmHg

Mean arterial pressure range: 20 to 235 mmHg

Units: mmHg

Blood pressure accuracy: ± 5 mmHg

Blood pressure measurement time: 20 seconds, typical (excluding cuff inflation time)

Pulse rate range: 30 to 240 pulses per minute

Pulse rate accuracy: ± 2 pulses per minute or $\pm 2\%$, whichever is greater

Operation features initial cuff pressure: User selectable, 80 to 180 mmHg

Automatic measurement time interval: User selectable, from 2 min to 60 min

Automatic cuff deflation excessive pressure: If cuff pressure exceeds 290 mmHg

Excessive time: If measurement time exceeds 120 seconds

CO₂

CO₂ range: 0 to 99 mmHg (0 to 13.2 kPa)

Units: mmHg, %, or kPa

Respiration rate accuracy:

- 0 to 70 bpm: ± 1 bpm
- 71 to 99 bpm: ± 2 bpm

Respiration rate range: 0 to 99 breaths/minute

Rise time: 190 msec

Response time: 4.3 seconds (includes delay time and rise time)

Initialization time: 30 seconds (typical),

10–180 seconds

Ambient pressure: automatically compensated internally

Optional display: CO₂ pressure waveform

- Scale factors: Autoscale, 0–20 mmHg (0–4 Vol%), 0–50 mmHg (0–7 Vol%), 0–100 mmHg (0–14 Vol%)

Invasive pressure

Transducer type: Strain-gauge resistive bridge

Transducer Sensitivity: 5 μ V/V/mmHg

Excitation voltage: 5 Vdc

Connector: Electro Shield: CXS 3102A 14S-6S

Bandwidth: Digital filtered, DC to 30 Hz (< -3db)

Zero drift: 1 mmHg/hr without transducer drift

Zero adjustment: ± 150 mmHg including

transducer offset

Numeric accuracy: ± 1 mmHg or 2% of reading, whichever is greater, plus transducer error

Pressure range: -30 to 300 mmHg, in six user selectable ranges

Invasive pressure display

Display: IP waveform and numerics

Units: mmHg

Labels: P1 or P2, ART, PA, CVP, ICP, LAP (user selectable)

Temperature

Range: 76.6° to 113.4°F (24.8° to 45.2°C)

Resolution: 0.1°C

Accuracy: $\pm 0.2^\circ\text{C}$ including sensor

Reusable temperature cable: 5 foot or 10 foot

Disposable sensor types: Surface–Skin; Esophageal/Rectal

Trend

Time scale: Auto, 30 minutes, 1, 2, 4, or 8 hours

Duration: Up to 8 hours

ST segment: After initial 12-lead ECG analysis, automatically selects and trends ECG lead with the greatest ST displacement

Display choice of: HR, PR (SpO₂), PR (NIBP), SpO₂ (%), SpCO (%), SpMet (%), CO₂ (EtCO₂/FiCO₂), RR (CO₂), NIBP, IP1, IP2, ST

Alarms

Quick set: Activates alarms for all active vital signs

VF/VT alarm: Activates continuous (CPSS) monitoring in Manual mode

No breath alarm: Occurs when 30 seconds has elapsed since last detected respiration

Heart rate alarm limit range: Upper, 100–250 bpm; lower, 30–150 bpm

Interpretive algorithm

12-Lead interpretive algorithm: University of Glasgow 12-Lead ECG Analysis Program, includes AMI and STEMI statements

Printer

Prints continuous strip of the displayed patient information and reports

Paper size: 3.9 in (100 mm)

Print speed: 25 mm/sec or 12.5 mm/sec

- Optional: 50 mm/sec time base for 12-lead ECG reports

Delay: 8 seconds

Autoprint: Waveform events print automatically

Frequency response:

- Diagnostic: 0.05 to 150 Hz or 0.05 to 40 Hz
- Monitor: 0.67 to 40 Hz or 1 to 30 Hz

Defibrillator

Biphasic waveform: Biphasic Truncated Exponential

The following specifications apply from 25 to 200 ohms, unless otherwise specified:

Energy accuracy: ± 1 joule or 10% of setting, whichever is greater, into 50 ohms, ± 2 joules or 15% of setting, whichever is greater, into 25–175 ohms.

Voltage compensation: Active when disposable therapy electrodes are attached. Energy output within $\pm 5\%$ or ± 1 joule, whichever is greater, of 50 ohms value, limited to the available energy which results in the delivery of 360 joules into 50 ohms.

Paddle options: QUIK-COMBO® pacing/defibrillation/ECG electrodes (standard). Cable Length 8 foot long (2.4 m) QUIK-COMBO cable (not including electrode assembly).

Standard paddles (optional)

Manual mode

Energy select: 2, 3, 4, 5, 6, 7, 8, 9, 10, 15, 20, 30, 50, 70, 100, 125, 150, 175, 200, 225, 250, 275, 300, 325, and 360 joules

Charge time: Charge time to 360 joules in less than 10 seconds, typical

Synchronous cardioversion: Energy transfer begins within 60 msec of the QRS peak

Paddles leads off sensing: When using QUIK-COMBO electrodes, the device indicates Paddles Leads Off if the resistive part of the patient impedance is greater than 300 $\pm 15\%$ ohms, or if the magnitude of the patient impedance is greater than 440 $\pm 15\%$ ohms.

AED Mode

Shock Advisory System™ (SAS): an ECG analysis system that advises the operator if the algorithm detects a shockable or non-shockable ECG rhythm. SAS acquires ECG via therapy electrodes only.

Shock ready time: Using a fully charged battery at normal room temperature, the device is ready to shock within 20 seconds if the initial rhythm finding is “SHOCK ADVISED”

Biphasic output: Energy Shock levels ranging from 150–360 joules with same or greater energy level for each successive shock

cprMAX™ Technology: In AED mode, cprMAX™ technology provides a method of maximizing the CPR time that a patient receives, with the overall goal of improving the rate of survival of patients treated with AEDs.

Setup options:

- Auto Analyze: Allows for auto analysis. Options are OFF, AFTER 1ST SHOCK
- Initial CPR: Allows the user to be prompted for CPR for a period of time prior to other activity. Options are OFF, ANALYZE FIRST, CPR FIRST
- Initial CPR Time: Time interval for Initial CPR. Options are 15, 30, 45, 60, 90, 120, and 180 seconds.
- Pre-Shock CPR: Allows the user to be prompted for CPR while the device is charging. Options are OFF, 15, 30 seconds.
- Pulse Check: Allows the user to be prompted for a pulse check at various times. Options are ALWAYS, AFTER EVERY SECOND NSA, AFTER EVERY NSA, NEVER

- Stacked Shocks: Allows for CPR after 3 consecutive shocks or after a single shock. Options are OFF, ON
- CPR Time: 1 or 2 User selectable times for CPR. Options are 15, 30, 45, 60, 90, 120, 180 seconds and 30 minutes.

Pacer

Pacing mode: Demand or non-demand rate and current defaults

Pacing rate: 40 to 170 PPM

Rate accuracy: $\pm 1.5\%$ over entire range

Output waveform: Monophasic, truncated exponential current pulse (20 ± 1 ms)

Output current: 0 to 200 mA

Pause: Pacing pulse frequency reduced by a factor of 4 when activated

Refractory period: 180 to 270 msec (function of rate)

Environmental

Unit meets functional requirements during exposure to the following environments unless otherwise stated.

Operating temperature: 32° to 113°F (0° to 45°C); -4°F (-20°C) for 1 hour after storage at room temperature; 140°F (60°C) for 1 hour after storage at room temperature

Storage temperature: -4° to 149°F (-20° to 65°C) except therapy electrodes and batteries

Relative humidity, operating: 5 to 95%, non-condensing. NIBP: 15 to 95%, non-condensing

Relative humidity, storage: 10 to 95%, non-condensing

Atmospheric pressure, operating: -1,253 to 15,000 ft (-382 to 4,572 m). NIBP: -500 to 10,000 ft (-152 to 3,048 m)

Water resistance, operating: IP44 (dust and splash resistance) per IEC 529 and EN 1789 (without accessories except for 12-lead ECG cable, hard paddles, and battery pack)

Vibration: MIL-STD-810E Method 514.4, Propeller Aircraft - category 4 (figure 514.4-7 spectrum a), Helicopter - category 6 (3.75 Grms), Ground Mobile - category 8 (3.14 Grms), EN 1789: Sinusoidal Sweep, 1 octave/min, 10-150 Hz, ± 0.15 mm/2 g

Shock (drop): 5 drops on each side from 18 inches onto a steel surface EN 1789: 30-inch drop onto each of 6 surfaces

Shock (functional): Meets IEC 60068-2-27 and MIL-STD-810E shock requirements 3 shocks per face at 40 g, 6 ms half-sine pulses

Bump: 1000 bumps at 15 g with pulse duration of 6 msec

Impact, non-operating: EN 60601-1 0.5 + 0.05 joule impact UL 60601-1 6.78 Nm impact with 2-inch diameter steel ball. Meets IEC62262 protection level IK 04.

EMC: EN 60601-1-2:2006 Medical Equipment

-General Requirements for Safety - Collateral

Standard: Electromagnetic Compatibility -

Requirements and Tests EN 60601-2-4:2003:

(Clause 36) Particular Requirements for the

Safety of Cardiac Defibrillators and Cardiac

Defibrillator-Monitors

Cleaning: Cleaning 20 times with the following:

Quaternary ammonium, isopropyl alcohol,

hydrogen peroxide

Chemical resistance: 60 hour exposure to specified chemicals: Betadine (10% Povidone-Iodine solution), Coffee, Cola, Dextrose (5% Glucose solution), Electrode Gel/Paste (98% water, 2% Carbopol 940), HCL (0.5% solution, pH=1), Isopropyl Alcohol, NaCl solution (0.9% solution), Cosmetic discoloration of the paddle well shorting bar shall be allowed following exposure to HCL (0.5% solution).

Power

Power adapters: AC or DC

Power Adapters provide operation and battery charging from external AC or DC power

- Full functionality with or without batteries when connected to external AC/DC
- Typical battery charge time while installed in LIFEPAK 15 device is 190 minutes
- Indicators: external power indicator, battery charging indicator

Dual battery: Capability with automatic switching

Low battery indication and message: Low battery fuel gauge indication and low battery message in status area for each battery

Replace battery indication and message: Replace battery fuel gauge indication, audio tones and replace battery message in the status area for each battery.

When replace battery is indicated, device auto-switches to second battery. When both batteries reach replace battery condition, a voice prompt instructs user to replace battery.

Battery capacity

For two, new fully-charged batteries, 68°F (20°C)

Operating mode		Monitoring	Pacing	Defibrillation
		(minutes)	(minutes)	(360J discharges)
Total capacity to shutdown	Typical	360	340	420
	Minimum	340	320	400
Capacity after low battery	Typical	21	20	30
	Minimum	12	10	6

Battery

Battery specifications

Battery type: Lithium-ion

Weight: ≤ 1.3 lb (0.6 kg)

Charge time (with fully depleted battery): < 190 minutes (typical)

Battery indicators: Each battery has a fuel gauge that indicates its approximate charge. A fuel gauge that shows two or fewer LEDs after a charge cycle indicates that the battery should be replaced.

Charging temperature range: 41° to 113°F (5° to 45°C)

Operating temperature range: 32° to 113°F (0° to 45°C)

Short term (<1 week) storage temperature range: -4° to 140°F (-20° to 60°C)

Long term (>1 week) storage temperature range: 68° to 77°F (20° to 25°C)

Operating and storage humidity range: 5 to 95% relative humidity, non-condensing

BRIEF SUMMARY OF INDICATIONS AND IMPORTANT SAFETY INFORMATION

LIFEPAK 15 is a complete acute cardiac care response system designed for basic life support (BLS) and advanced life support (ALS) patient management protocols.

INTENDED USE: LIFEPAK 15 intended for use by trained medical personnel out-of-doors, in indoor emergency care settings, and is designed to be used for ground transportation. Monitoring and therapy functions may only be used on one patient at a time. Manual mode monitoring and therapy functions are intended for use on adult and pediatric patients. Automated external defibrillation (AED) mode intended for use on patients ≥ 8 years of age.

INDICATIONS FOR USE – MANUAL DEFIBRILLATION: Indicated for termination of certain potentially fatal arrhythmias, such as ventricular fibrillation and symptomatic ventricular tachycardia. Delivery of energy in synchronized mode is a method for treating atrial fibrillation, atrial flutter, paroxysmal supraventricular tachycardia and, in relatively stable patients, ventricular tachycardia.

CONTRAINDICATIONS - MANUAL DEFIBRILLATION: Contraindicated in treatment of PEA and asystole. **AED MODE:** To be used only on patients in cardiopulmonary arrest. Patient must be unconscious, pulseless, and not breathing normally before using defibrillator to analyze patient's ECG rhythm. In AED mode, the LIFEPAK 15 is intended for use on pediatric patients ≥ 8 years of age.

CONTRAINDICATIONS - AED MODE: None known.

INDICATIONS FOR USE – MONITORING. ACQUIRING 12-LEAD ECG: 12-lead electrocardiogram used to identify, diagnose, and treat patients with cardiac disorders and is useful in early detection and prompt treatment of patients with STEMI.

MONITORING SPO₂, SPCO, AND SPMET: Pulse oximetry indicated for use in any patient who is at risk of developing hypoxemia, carboxyhemoglobinemia, or methemoglobinemia. SpO₂ monitoring may be used during no motion and motion conditions, and in patients who are well or poorly perfused. SpCO and SpMet accuracies have not been validated under motion or low perfusion conditions.

MONITORING NONINVASIVE BLOOD PRESSURE: Intended for detection of hypertension or hypotension and monitoring blood pressure trends in patient conditions. NIBP monitoring not indicated for neonatal patients <1-month-old.

MONITORING ETCO₂: Used to detect trends in level of expired CO₂, used for monitoring breathing efficacy and treatment effectiveness in acute cardiopulmonary care

MONITORING INVASIVE PRESSURE: Indicated for use in patients who require continuous monitoring of physiological pressures to rapidly assess changes in patient's condition or response to therapy. May also be used to aid diagnosis

MONITORING CONTINUOUS TEMPERATURE: Indicated for use in patients who require continuous monitoring of body temperature.

MONITORING CONTRAINDICATIONS: None known

Operating Instructions provide important information to help you operate LIFEPAK 15. Become familiar with all terms and warnings. GENERAL DANGER: Explosion hazard

GENERAL/THERAPY/MANUAL DEFIBRILLATION WARNINGS and CAUTION: Shock or fire hazards • Possible patient skin burns and ineffective energy delivery • Possible device failure, damage, inability to deliver therapy, shutdown, loss of power during patient care, improper device performance • Possible electrical interference with device performance or with other equipment • Safety risk • Failure to detect change in ECG rhythm • Possible failure to detect out of range condition • Possible interference with implanted electrical device • Possible paddle damage • Possible incorrect energy delivery

CPR METRONOME WARNING: CPR delivered when not needed

SYNCHRONIZED CARIOVERSION WARNING: Possible lethal arrhythmia

NONINVASIVE PACING WARNING: Possible inability to pace, interruption of therapy, ineffective pacing, and patient skin burns

PEDIATRIC ECG MONITORING AND MANUAL MODE THERAPY: Possible patient skin burns

AED WARNINGS: Possible misinterpretation of data or ECG misinterpretation • Pediatric patient safety risk

ECG MONITORING WARNING: Possible misinterpretation of ECG data

12-LEAD ECG WARNINGS: Possible inability to obtain diagnostic quality 12-lead ECG or inaccurate diagnosis • Possible incorrect treatment with reperfusion therapy

SPO₂, SPCO, AND SPMET WARNINGS AND CAUTION: Shock or burn hazard • Inaccurate pulse oximeter readings • Possible skin injury • Possible strangulation • Inaccurate SPO₂, SPCO and/or SPMET readings • Possible equipment damage

NIBP MONITORING WARNINGS AND CAUTION: Possible loss of IV access and inaccurate infusion rate, circulation impairment or inaccurate blood pressure or oxygen saturation readings • Possible patient harm • Equipment damage

ETCO₂ MONITORING WARNINGS AND CAUTION: Fire hazard • Possible inaccurate patient assessment or inaccurate CO₂ readings • Possible strangulation • Infection hazard • Possible equipment damage

IP MONITORING WARNINGS: Possible inaccurate pressure readings, air embolism, blood loss or loss of sterility • Possible patient injury or equipment damage • Possible lethal arrhythmia • Increased intracranial pressure

TEMPERATURE MONITORING WARNINGS: Possible inaccurate temperature readings • Infection hazard • Possible strangulation

VITAL SIGN/ST SEGMENT TRENDS WARNING: Inaccurate interpretation of patient status

U.S. Federal law restricts this device to sale by or on the order of a physician.

Please consult Operating Instructions at www.strykeremergencycare.com or call 800.442.1142 for complete list of indications, contraindications, warnings, cautions, potential adverse events, safety and effectiveness data, instructions for use and other important information.

For further information, please contact Stryker at 800 442 1142 (U.S.), 800 668 8323 (Canada) or visit our website at strykeremergencycare.com

Emergency Care

This document is intended solely for the use of healthcare professionals. A healthcare professional must always rely on his or her own professional clinical judgment when deciding whether to use a particular product when treating a particular patient. Stryker does not dispense medical advice and recommends that healthcare professionals be trained in the use of any particular product before using it.

The information presented is intended to demonstrate Stryker's product offerings. A healthcare professional must always refer to operating instructions for complete directions for use indications, contraindications, warnings, cautions, and potential adverse events, before using any of Stryker's products. Products may not be available in all markets because product availability is subject to the regulatory and/or medical practices in individual markets. Please contact your representative if you have questions about the availability of Stryker's products in your area. Specifications subject to change without notice.

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Toll free 800 442 1142
strykeremergencycare.com

Distributed in Canada by:

Stryker Canada
2 Medicorum Place
Waterdown, Ontario
L8B 1W2
Canada
Toll free 800 668 8323

GTB 2% GRANT NARRATIVE (excerpt)

7. Brief Description (purpose of funding); include statement of need:

Elmwood Township Fire & Rescue (ETFD) is requesting funding to purchase a refurbished cardiac monitor.

Presently, we do not have a cardiac monitor. ETFD is a Basic Life Support (BLS) Agency (staffed by EMTs rather than Paramedics) and, generally, cardiac monitors are used by Advanced Life Support (ALS) Agencies. However, depending on the priority level of an emergency medical call, BLS Agencies will need to intercept with (meet up with) an ALS provider before arriving at the hospital Emergency Department when transporting a patient.

ETFD is located close to Munson Medical Center (MMC) and our ALS intercept vehicles often do not arrive before ETFD can reach MMC with a patient. In such instances, no 12-lead ECG acquisition will occur until the patient reaches MMC.

If ETFD had a cardiac monitor, patient information (that only an ALS unit would normally provide) could be transmitted to MMC. The result of this would be a quicker response by MMC personnel which is especially important in cases of an ST-elevated myocardial infarction (STEMI) (“The most deadly type of heart attack” source: <https://www.kansashealthsystem.com/care/conditions/stemi-heart-attack>). Without a cardiac monitor, there is no way for a BLS agency to diagnose a STEMI in the field. Per the protocols in place for ETFD and MMC, advance notice is necessary in cases of a STEMI to activate the cardiac catheterization lab (time is of the essence in these situations – the longer the patient is in this condition, the more heart tissue “dies” leading to a higher rate of mortality).

“Prehospital 12-lead ECG acquisition and destination hospital notification is associated with lower short-term mortality and shorter door-to-balloon time than no ECG acquisition or no notification among patients with suspected STEMI outside of a hospital.” (Source: jstage.jst.go.jp)

“In the event a cardiac monitor is available . . . EMTs are capable of acquiring a diagnostically useful 12-lead ECG and transmitting it to a remote medical control physician for interpretation.” This allows for the activation of the cardiac catheterization lab if a paramedic is not available. (Source: Cambridge.org)

“Heart disease (including STEMIs) is the leading cause of death in Michigan . . . In 2020 . . . heart disease killed 27,090 [in Michigan] . . . STEMIs are highly time-sensitive medical emergencies. Every minute lost from . . . the onset of . . . STEMI symptoms to specialized treatment results in some loss of . . . heart tissue and/or the loss of some degree of personal function. Medical research and the experience of other states has shown that a formal system of . . . STEMI care that includes timely recognition of symptoms, prompt medical diagnosis and access to a specialized treatment center will improve the patient's probability of survival and a decrease in long term disability.” (Source: <https://www.michigan.gov/mdhhs/doing-business/trauma/stroke-stemi>)

In cases where an intercept is affected, the information gathered by a heart monitor before the intercept can shorten the time to get the patient to definitive care (“comprehensive care for the full spectrum of injuries beyond the initial assessment and resuscitation phase” of care).

Beyond the diagnosis of relevant cardiac issues, a monitor would also increase the accuracy of vital signs taken by the BLS crew, and allow for capnography (rapid measurement of “respiratory health to assist health care providers to respond sooner when patients are not breathing normally.”).

New cardiac monitors can cost in the range of \$40,000 to \$70,000. A refurbished model would meet the current need of ETFD.

WHY the Lifepak 15 and WHY do we need to purchase one?

1. **Advanced Monitoring Capabilities:** The Lifepak 15 offers advanced monitoring features, allowing BLS (Basic Life Support) departments in EMS to closely monitor vital signs such as ECG, blood pressure, and oxygen saturation. These vital signs can also be obtained automatically at a time interval chosen by the provider. These functions could also help facilitate shorter scene times and quicker treatments by freeing up the hands and minds of the providers to do other important tasks.
2. **12-Lead ECG Functionality:** With the capability to perform 12-Lead ECGs, the Lifepak 15 assists in the early detection of cardiac issues, providing crucial information for timely intervention and appropriate treatment. Obtaining a 12 lead ECG also reduces the time that it takes for a patient to receive their appropriate intervention, like cardiac catheterization for heart attacks.
3. **Capnography Monitoring:** The Lifepak 15 includes capnography monitoring, allowing BLS providers to assess the patient's end-tidal carbon dioxide levels and overall respiratory status. These levels are read from an individual's exhaled carbon dioxide. It is essential for monitoring ventilation and ensuring effective respiratory support. In our new protocol update from our medical control, BLS providers were given the permission to monitor and interpret waveform capnography. Not only is this beneficial for assessment and management of respiratory patients, but it also has applicability in sepsis, trauma, cardiac arrest, post-cardiac arrest care, advanced airway procedures and management, assessment of effective circulation, monitoring pH of the body, and more. It is also required for placement of an advanced airway, including the supraglottic airways that we have.
4. **Integrated AED Functionality:** In addition to advanced features, the Lifepak 15 serves as an automated external defibrillator (AED), providing BLS teams with a versatile device that can be used in both basic and advanced life support situations.
5. **Defibrillation and Cardioversion:** The device is equipped with manual defibrillation and cardioversion capabilities, enabling ALS intervention to address life-threatening arrhythmias promptly and administer shocks when necessary. While we won't be using this right away, it will be essential in the transition to ALS. During BLS use, this functionality will be locked with a passcode that will allow it to be unlocked later should a transition to ALS occur.

6. **Training and Familiarity:** The widespread use of the Lifepak 15 across EMS departments ensures that EMS providers are familiar with the equipment, promoting efficiency and effectiveness in emergency situations, especially in mutual aid scenarios. Despite its advanced capabilities, the Lifepak 15 is designed to be user-friendly. This is crucial in emergency situations where quick and accurate decision-making is essential. This also makes the training process very efficient. Many of the area departments also use the Lifepak 15 including Leland Township, Leelanau Township, Suttons Bay, GT Metro, TC Fire, East Bay Ambulance, and more.

7. **Data Logging and Transmission:** The device can log patient data, facilitating record-keeping and post-event analysis. This model also allows for data transmission, enabling seamless communication between EMS providers and the patient care record. The information gathered can also be relayed to the hospital in a more timely fashion.

8. **Durability and Portability:** Built to withstand the rigors of pre-hospital settings, the Lifepak 15 is durable and portable. Its design considers the challenging environments that EMS professionals often encounter. It also includes a 1 year warranty should anything happen as well as the ability to be serviced by our Stryker technicians.

9. **Regulatory Compliance:** Investing in Lifepak 15 aligns with regulatory standards and guidelines for pre-hospital emergency care, ensuring that BLS departments meet or exceed requirements set by relevant health authorities. Compliance with EMC standards ensures that the Lifepak 15 operates reliably in the presence of other electronic devices without causing interference. This is important for patient safety and the proper functioning of the device in various environments. The Lifepak 15 has data logging and transmission capabilities, complying with data security and privacy regulations to protect patient information. This includes adherence to standards such as the Health Insurance Portability and Accountability Act (HIPAA) in the United States. The Lifepak 15 also assists with meeting or exceeding requirements for prehospital care and documentation in our medical control, state, and at the national level.

CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION #4 OF 2024
BUDGET AMENDMENT RESOLUTION

At a regular meeting of the Board of the Charter Township of Elmwood, held in the Township Hall located at 10090 E. Lincoln Rd. Traverse City Michigan, on the 12th day of February, 2024 there were

PRESENT:

EXCUSED:

The following resolution was offered by _____ and seconded by _____.

WHEREAS, a budget was adopted on December 11, 2023 to govern the receipts and expenditures of various Township funds for the next fiscal year of the Township, and

WHEREAS, as a result of a grant that needs matching funds, it is necessary to modify the aforesaid budget and

NOW THEREFORE BE IT RESOLVED, that the aforesaid budget be modified as follows:

Increase the following line items:

206-000.977-000 Fire Department Equipment, by \$13,000.00 to \$53,000.00 with funds coming from the fundbalance of the fire fund.

Upon a roll call vote, the following voted:

YES:

NO:

RESOLUTION DECLARED ADOPTED

Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said municipality at its regular meeting held on January 8, 2024 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: February 12, 2024

Connie Preston, Clerk

CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION #3 OF 2024
NATURAL HAZARD MITIGATION PLAN ADOPTION RESOLUTION

At a regular meeting of the Board of the Charter Township of Elmwood, held in the Township Hall located at 10090 E. Lincoln Rd. Traverse City Michigan, on the 12^h day of February, 2024 there were

PRESENT:
EXCUSED:

The following resolution was offered by _____ and seconded by _____.

WHEREAS, all jurisdictions within Leelanau County have exposure to natural, technological and human-induced hazards that may damage or destroy life, property, the environment, or local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate damages and impacts to life, property, the environment or local economy; and

WHEREAS, The Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, the 2023 Leelanau County Natural Hazard Mitigation Plan 5 Year Update has been developed in accordance to the DMA of 2000 to reflect the concerns of the citizens and stakeholders of Leelanau County; and

WHEREAS, Elmwood Township previously adopted the 2016 Leelanau County Natural Hazard Mitigation Plan on July 13, 2015 by Resolution Number 5 of 2015; and

WHEREAS, Elmwood Township affirmed participation in the maintenance of the 2023 Leelanau County Natural Hazard Mitigation Plan and committed to participating in the update of the Plan no less than once every 5 years; and

WHEREAS, the 2023 Leelanau County Natural Hazard Mitigation Plan provides a set of actions to reduce risk from natural hazards through education and outreach programs, establishes a foundation for coordination among agencies in Leelanau County, identifies future mitigation projects, and meets the qualifications for federal assistance programs in order to be eligible for FEMA pre-disaster and post-disaster mitigation grant funding;

NOW, THEREFORE, BE IT RESOLVED, that the Elmwood Township Board does hereby adopt the 2023 Leelanau County Natural Hazard Mitigation Plan 5 Year Update as an official plan of Elmwood Township.

Upon a roll call vote, the following voted:

YES:
NO:

RESOLUTION DECLARED ADOPTED

Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said municipality at its regular meeting held on February 12, 2024 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: February 13, 2024

Connie Preston, Clerk

Re-appointments

February 12, 2024

1. Jonah Kuzma, 3 year term on the Elmwood Township Planning Commission, June 1, 2024 – May 31, 2027.
2. Ed Basile, 2 year term on the Elmwood Township Parks and Recreation Committee, June 1, 2024 – May 31, 2026.

Appointment

Please appoint Bryan Currie to the Elmwood Township Zoning Board of Appeals, 3 year term, February 29, 2024 – February 28, 2027.

Please appoint Bryan Currie to the Elmwood Township Parks and Recreation Committee, 2 year term, April 1, 2024 – March 31, 2026.

Grounds Crew

We wanted to have a Board discussion regarding our grounds crew. As our amazing crew has gotten older, they have started retiring, spending winters in Florida and wanting to work fewer hours. It has become increasingly more difficult to get quality help for them, especially younger people capable of lifting heavier items and getting in and out of trailers, trucks and tight places. This winter has been a challenge to find someone to plow and shovel. In the spring, we need to get started with clean up and changing equipment over before some of our crew is back from down south.

It may be beneficial for us to consider a full-time, year-round person to manage what needs to be done. They could plow and shovel snow in the winter. There are lots of projects that could be done in the off season. In the spring and fall they could change equipment over and fix items that need it. In the summer they could manage all the moving parts.

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 02/06/2024

Time: 3:18 pm

Page: 1

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
THE ACCUMED GROUP	A026	BILLING SERVICES	0	00/00/0000	773.98
				Vendor Total:	773.98
ART'S AUTO ELECTRIC SERVICE	A040	HYD FLUID/ <i>Plow Truck Repair</i>	0	00/00/0000	1,479.28
				Vendor Total:	1,479.28
BECKETT & RAEDER	B017	TEXT AMENDMENT SERVICES	0	00/00/0000	228.22
				Vendor Total:	228.22
CDM MOBILE SHREDDING	C091		0	00/00/0000	100.00
				Vendor Total:	100.00
CONSUMERS ENERGY	C040	ACCT#1000 3518 7543	0	00/00/0000	528.67
				Vendor Total:	528.67
D&W MECHANICAL	D019	REPAIR AT MARINA	0	00/00/0000	430.00
				Vendor Total:	430.00
EARTHWORKS EXCAVATION, LLC	E006	BLUE RIDGE SNOWPLOWING/ <i>E. Timberwoods</i>	0	00/00/0000	2,080.00
				Vendor Total:	2,080.00
EPS SECURITY	E050	CUST#3014247002	0	00/00/0000	120.00
				Vendor Total:	120.00
DONALD GALLAGHER	01639	MILEAGE REIMBURSEMENT	0	00/00/0000	14.07
				Vendor Total:	14.07
INTEGRITY BUSINESS SOLUTIONS	I047	CUSTOM STAMP	0	00/00/0000	33.60
				Vendor Total:	33.60
JOHN HANCOCK	M200	CONTRACT 89614-00-2	0	00/00/0000	100,581.44
				Vendor Total:	100,581.44
KSS ENTERPRISES	K014	CUST ACCT ELMWO110	0	00/00/0000	320.94
				Vendor Total:	320.94
NETLINK	M185	TECH SUPPORT/ <i>Equip</i>	0	00/00/0000	2,689.02
				Vendor Total:	2,689.02
PLAMONDON'S WELDING FAB	P059	REPAIR BACK BLADE ONTRACTOR	0	00/00/0000	355.00
				Vendor Total:	355.00
PREMIER MARINE SERVICES	P051	SHRINK WRAP FISH CLNG STATION	0	00/00/0000	175.00
				Vendor Total:	175.00
PRINTING SYSTEMS INC.	P045	ACCT 2495 ELECTION SUPPLIES	0	00/00/0000	814.60
				Vendor Total:	814.60
RADIO NORTH LLC	R015	SYSTEM ALERTING	0	00/00/0000	10,314.52
				Vendor Total:	10,314.52
SMITH & JOHNSON, ATTORNEYS,	S034	SETTLEMENT ENFORCEMENT	0	00/00/0000	75.00
				Vendor Total:	75.00
STEVEN H. SCHWARTZ & ASSOC F	S076	ACCT#89-000 LABOR ATTORNEY	0	00/00/0000	467.50
				Vendor Total:	467.50
VERIZON WIRELESS	V014	ACCT#682962913-00001	0	00/00/0000	60.47
				Vendor Total:	60.47
VISIBLE DIFFERENCE BLDG. MAIN	V002		0	00/00/0000	300.00
				Vendor Total:	300.00
WADE TRIM	W107	MISC SERVICES	0	00/00/0000	5,741.35
				Vendor Total:	5,741.35
WELLS FARGO VENDOR FINANCIA	W027	CONTRACT#450-0093930-000	0	00/00/0000	90.71
				Vendor Total:	90.71
YOUNG, GRAHAM, & WENDLING P	Y002	MISC LEGAL	0	00/00/0000	3,468.00
				Vendor Total:	3,468.00

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 02/06/2024

Time: 3:18 pm

Page: 2

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Grand Total:	131,241.37
				Less Credit Memos:	0.00
				Net Total:	131,241.37
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	131,241.37

Total Invoices: 37