

**CHARTER TOWNSHIP OF ELMWOOD  
SPECIAL BOARD MEETING  
MARCH 27, 2024 IN THE TOWNSHIP HALL**

**Call to Order:**

**Supervisor Shaw** called the meeting to order at 4:03 p.m.

**Roll Call:**

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

**Excused:** None

**Declaration of Conflict of Interest**

None

**Public Comment**

None

**Agenda Approval**

Supervisor Shaw requested the addition of the Michigan Broadband Security Camera proposal to the agenda.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS AMENDED BY ADDING THE MICHIGAN BROADBAND PROPOSAL AS ITEM F. The motion passed unanimously by a voice vote.

**New Business**

**Quotes for Survey and Preliminary Engineering for Cherry Bend Trail Design**

Garth Bogart of Wade-Trim presented the proposal to conduct a topo survey for \$9800.00 and to complete 30% of the design engineering in the amount of \$70,000.00 for the Cherry Bend trail. These two items will greatly increase the likelihood of receiving Tap Grant funding. The design engineering will also help nail down the route. The best route at this point looks like the trail should run along the south side of Cherry Bend Road from M-22 to Pickwick, go up Pickwick, turn on Claremont and behind Thompson Surgical, where there is already an easement, and then cross Avondale Lane into the Cherry Bend Park.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO APPROVE THE TOPO SURVEY WORK FOR \$9800.00 AND \$70,000.00 FOR THE 30% OF THE DESIGN PLANS.

The motion passed unanimously by a voice vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO USE ARPA FUNDS FOR THE PREVIOUS MOTION. The motion passed unanimously by a voice vote.

**Brewery Creek Light Poles/Blight Funds**

Mr. Bogart advised the Board that the cost removal and storage of the extra light poles at Brewery Creek would be covered by the Blight Grant. There is also the possibility that some old pavement will need to be removed and that would also be covered by the grant.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO ALLOW BASCH

TO REMOVE THE LIGHT POLES AND MOVE THEM TO THE OLD FIRE STATION PROPERTY. The motion passed unanimously by a voice vote.

### **Asbestos Remediation at the Old Harbormaster Building**

Mr. Bogart then reported that there is asbestos remediation required in one of the three buildings slated for demolition at the marina. This work is not covered by most general contractors so having this taken care of now will save us money by not having it part of the project. Also, most of the companies that conduct this work will be busy all summer, working at schools, so this is a good time to get this done. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO ACCEPT THE MID-STATE BID TO REMOVE ASBESTOS IN THE AMOUNT OF \$3400.00. The motion passed unanimously by a voice vote.

### **Fire Department Software Proposal/ESO**

Chief Tampa presented his request to purchase a new software reporting system for the fire department. The current system is Imagetrend and is not satisfactory. The department has been researching a new system for months and would like to purchase ESO. He will need to get additional funding in the amount of \$7000.00 to get started. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO ADOPT RESOLUTION 6 OF 2024, A BUDGET AMENDMENT RESOLUTION. The motion passed 7-0 by a roll call vote.

### **Marina/Buildings and Grounds Wage Scale**

The Personnel Committee met to discuss a new wage scale for marina and buildings and grounds employees and recommended a starting wage of \$16.00. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE WAGE SCALE. The motion passed unanimously by a voice vote.

### **Marina Software Management Proposal**

Supervisor Shaw presented the proposal from Dockwa, a software system to manage the slip contracts and many other aspects of the marina. It would allow for users to upload their information and pay for their slips online. It could also help with transient management, possibly increasing income from transients. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO GO WITH THE DOCKWA SOFTWARE FOR THE MARINA FOR \$8000.00 PER YEAR. The motion passed unanimously by a voice vote.

### **Harbormaster Hiring Procedure/Schedule Interviews**

It was the consensus of the Board to have the Personnel Committee interview the harbormaster candidates and bring the top two to the Board

### **Michigan Broadband Security Camera Proposal**

Supervisor Shaw explained that the proposal is to install two cameras, including the cabling that was supposed to have been done. The \$1900.00 would cover labor and equipment. The monthly cost of monitoring is \$57.00. Michigan Broadband is currently monitoring the system at no cost. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO APPROVE THE CONTRACT WITH MICHIGAN BROADBAND FOR \$1900.00 IN LABOR AND EQUIPMENT AND \$57.00 PER MONTH FOR MONITORING. The motion passed unanimously by a voice vote.

**Public Comment**

None

**Adjournment**

Supervisor Shaw adjourned the meeting at 5:10 p.m.