

FEBRUARY 2021

TOTAL	\$ 1,841,207.29	\$ 15,571.46	\$20.41
GRAND TOTAL	\$ 5,988,896.28		

8 Chris Mikowski
Chris Mikowski, Treasurer

To: Elmwood Township Board

From: Sara Kopriva AICP, Planner/Zoning Administrator

RE: February 2021 Planning and Zoning Report

Land Use Permits:

	February 2021	February 2020	Year to Date 2021	Year to Date 2020
Single Family Dwelling	0	1	2	2
Attached SFD	0	0	0	0
Accessory Building	2	3	3	3
AG Building	0	0	0	0
Residential Addition	0	0	0	1
Deck	0	0	1	0
Sign	0	0	0	0
Commercial	0	0	0	0
Misc.	0	0	0	0
Total Permit	2	4	6	6
Fees Collected	\$60.00	\$170.96	\$282.00	\$344.52

Zoning Board of Appeals:

Past Meeting

- January 6, 2021- Organizational Meeting, TC Whiskey Height Variance

Future Meeting

- March 29, 2021- Front yard setback on W Bay Shore Dr

Planning Commission:

Past Meeting

- February 16, 2021- Public Hearing Capital Improvement Plan, Rural Resort Amendment, Public Hearing Crain Hill Vineyard/Distillery

Future Meeting

- March 16, 2021- Rural Resort Amendment, Public Hearing Crain Hill Vineyard/Distillery

Elmwood Township Fire and Rescue Department

Fire Department Monthly Report – February 2021

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

Total Calls for the Month:

50

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

• Fire Incidents:	0
• Overpressure Rupture, Explosion, Overheat (no fire):	0
• Rescue & EMS Incidents:	31
○ 1 Medical assist	
○ 30 EMS calls	
• Hazard Condition (No Fire):	0
• Service Calls:	13
○ 1 Assist police or other government agency	
○ 11 Lift assists	
○ 1 Cover assignment, standby, move-up	
• Good Intent Call:	6
○ 3 No incident found on arrival at dispatched address	
○ 2 Authorized controlled burning	
○ 1 Smoke scare, odor of smoke	
• False Alarm/False Calls	0
• Severe Weather	0
• Overlapping Incident(s) (Non-NFIRS category)	3

Mutual Aid – Given/Received

Type of Aid	Incidents	Departments
Received:	0	-
Given:	1	Leland FD (stand by)

Response Times (averages)

Type	Times (hh:mm:ss)	Notes
• Alarm Handling (call to dispatch)	00:00:55	All calls
○ Alarm Hand. – Adjusted	00:00:55	Minus delays (Sheriff or another agency sent earlier. EFD usually requested after the fact.)
• Turnout Time (dispatch to enroute)	00:01:48	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.** Monthly run volume is up 22% from 2020. Call types are similar but there was a significant uptick in service calls. This is being examined closer to determine if there is any significant cause.
- **Notable Incidents**
 - **Lift Assists.** This month was exceptional in the number of "lift assists" requested. EFD is called upon often to help individuals who have fallen and have difficulty getting back up. Often this is a non-emergency response though sometimes a patient has fallen and waited several hours to request help, often for fear of inconveniencing responders. All falls have the potential to be serious, so we hope that if someone thinks they will need assistance, please call 911. EFD staff review call statistics and look for circumstances where further assistance from other sources may be needed.

- **COVID Update.** A draft agreement with the Benzie Leelanau Health Department (BLHD) was presented to the Township Board at its February meeting. A final agreement is pending review by the Township's Attorney.
- **Job Descriptions.** Deputy Chief and Lieutenant descriptions were sent to the Township attorney for legal review.
- **Grants.**
 - Grand Traverse Band of Ottawa Chippewa Indians (GTB) 2% Grant. EFD's request for funds to purchase a battery powered vent fan was approved and the funds have been distributed. Our thanks to GTB for helping us purchase this valuable tool to provide improved service to the community.
 - Assistance to Firefighters Grant (AFG). EFD has submitted a grant application to FEMA for assistance in purchasing a 3000+gallon Tanker truck. The grant calls for a Township match of approximately 5%. This vehicle will assist the department in meeting water supply needs in our rural areas and continue to move EFD's fleet in line with national standards.
- **Personnel.** Follow up continues on several employment/application requests. One person has declined moving forward due to availability, another has postponed moving through the process as they may be moving. I have one person scheduled for their written test the first week of March.

APPARATUS AND EQUIPMENT

- **Apparatus**
 - Future Pumper/Tanker. I conducted an inspection of the chassis and tour of the Spartan plant in Charlotte, MI. A couple minor chassis issues were discovered but are being corrected by Spartan. Once the corrections are made, the chassis will be delivered to Alexis to start work on the body. This is anticipated to occur the first week in March. In addition, a pre-construction conference between EFD staff, Alexis, and Allied Fire is scheduled for March 3rd. It is at this meeting the final details will be discussed and finalized. I have met with all EFD crews regarding the details of final construction and have narrowed down any alterations with EFD's officers in advance of the pre-con meeting.
 - Ambulance 191. The liquid spring suspension was experiencing a slow leak, causing the EMS module to lean to the passenger side over time. B & B Fire Truck was contacted and found a check valve to be at fault. The part was cleaned and inspected for normal operation. The problem appears to have resolved.
 - Engine 112. Staff had begun having trouble with the power steering. 112 was checked by GT Diesel and no issue was initially found with the steering. While in their service, EFD requested GT Diesel complete the spring maintenance. An exhaust and coolant leak were discovered and repairs approved. Parts needed to be ordered and 112 is scheduled to return to GT Diesel the beginning of March to complete repairs. The power steering is still being monitored.
- **Equipment**
 - Surplus Equipment. This process continues with our old gas detectors needing to be declared surplus. The detectors were replaced when it was discovered that maintenance on the 5-year-old devices would be greater than 50% of the cost of new ones.

FACILITIES AND GROUNDS

- Station Air Compressor. A new quieter compressor has been installed. The new compressor allows improved operations and lower dB levels, promoting hearing conservation in staff who spend a lot of time in the truck bay where the compressor operates. The old compressor should be declared surplus and disposed through Municibid online auction.

PUBLIC EDUCATION AND RELATIONS

- **Site Reviews**
 - Brengman Bros. Winery. Working on follow up to previous review.
- **Fire Prevention**
 - Nothing to report

TRAINING

- **Trainings this Month:**
 - MARSARS Ice Rescue Shuttle System
 - Firefighter Survival. Lecture.
 - UL / NIST: Horizontal Ventilation

- ISO Training Tracker - Vector Solutions
- UL / NIST: Photovoltaic Solar Panels
- CPR Refresher.
- Regional Firefighter 1 & 2 HazMat Class. The FF 1 & 2 class held its hazardous materials training at EFD station. The class is taught by Chief Tuller (TCFD). EFD has a long tradition and the availability to provide an expanded covered space for teaching this complex topic. The presentation includes bringing in the regional HazMat response truck and members of the team. COVID precautions and state rules were followed and the class well received.

MEETINGS ATTENDED

- Elmwood Township Board Regular General Meeting
- Township Supervisor
- EFD Officers' Meeting
- Leelanau County 911 Advisory Board Meeting (Teleconference)
- Grand Traverse Area Chiefs' Meeting (Teleconference)

Elmwood Township Fire and Rescue Department

Fire Department Monthly Report – January 2021

From: Keith Tampa, Fire Chief

To: The Township Board of Trustees, Charter Township of Elmwood

Total Calls for the Month:

48

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

• Fire Incidents:	1
○ 1 Structure fires	
• Overpressure Rupture, Explosion, Overheat (no fire):	0
• Rescue & EMS Incidents:	35
○ 34 EMS calls	
○ 1 Motor vehicle accident with no injuries	
• Hazard Condition (No Fire):	0
• Service Calls:	5
○ 5 Lift assists	
• Good Intent Call:	1
○ 1 Authorized controlled burning	
• False Alarm/False Calls	6
○ 1 Alarm system activation due to malfunction	
○ 1 CO detector activation due to malfunction	
○ 1 Unintentional transmission of medical alarm	
○ 3 Alarm system activation, no fire	
• Severe Weather	0
• Overlapping Incident(s) (Non-NFIRS category)	5

Mutual Aid – Given/Received

Type of Aid	Incidents	Departments
Received:	1	Multiple FDs (Structure fire)
Given:	1	Cedar Area FD (Outdoor burning)

Response Times (averages)

Type	Times (hh:mm:ss)	Notes
• Alarm Handling (call to dispatch)	00:00:49	All calls
○ Alarm Hand. – Adjusted	00:00:49	Minus delays (Sheriff or another agency sent earlier. EFD usually requested after the fact.)
• Turnout Time (dispatch to enroute)	00:01:58	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.** Run volume for the month is slightly up (7%) from last year. Incident types are comparable.
- **Notable Incidents**
 - Structure Fire. EFD responded to a house fire on Lakeview Road. The fire is believed to have started in the chase behind the fireplace. The residents were at home at the time the fire was discovered and all were able to evacuate safely. It is unknown how long the fire may have been smoldering in the hidden spaces but initial response crews found the house well involved in fire upon arrival. The initial responding EFD units, Engine 112 and Tanker 121, reported fire through the roof and fire had spread through the majority of the home. EFD was joined by mutual aid units and personnel from essentially all Leelanau County FDs, along with Traverse City and Long Lake

Township. Glen Lake FD posted a unit in the Cedar area to help cover areas while other units were involved in our response. Unfortunately, the home was a total loss. However, crews were able to contain the fire to the house and prevent its spread to the attached garage and nearby home.

- **COVID Update.** A move is on in the region to provide EMS personnel to the Benzie Leelanau Health Department (BLHD) to support staff at COVID vaccine clinics. Interim Fire Chief D. Smith (Almira) is helping lead this and is working on standard agreement between FDs and BLHD.
- **Grants.**
 - Assistance to Firefighters Grant (AFG). Continuing to work through the application process. EFD is requesting funding for a 3000+ gallon tanker.
- **Personnel.** Nothing to report.

APPARATUS AND EQUIPMENT

- **Apparatus**
 - Future Pumper/Tanker. The Alexis Pumper Tanker through Allied Fire Sales was selected and approved by the Township Board. Agreements from EFD and Alexis were presented to the Township attorney for review.
- **Equipment**
 - Surplus Equipment. Our expired air bags and old cold water immersion suits have been disposed of through MunicBid online auction.
 - New Equipment. A new rotary (K-12) saw and ice/cold-water PPE and equipment has been added to our inventory. The saw fills a gap in our cutting abilities for steel. This includes doors, locks, siding, bars, etc. The PPE and ice/cold water equipment adds versatility and safety to our ice and cold-water response.
 - Tablets/MDTs. Tablets have been installed in all front-line apparatus. These "mobile data terminals" (MDTs) will provide responders with a link to incident information, response resources, and serve as a secondary communication link. They also allow gathering information on scene and capturing it in our electronic reporting software.

FACILITIES AND GROUNDS

- Station LED Lighting. This project is complete. All fluorescent lights have been replaced with energy efficient LED bulbs.
- Station Fire Suppression System. The 5-year gauge replacement, internal inspection, and annual maintenance has been completed.

PUBLIC EDUCATION AND RELATIONS

- **Site Reviews**
 - Brengman Bros. Winery. Review in process for an additional use (distillery).
- **Fire Prevention**
 - Nothing to report

TRAINING

- **Trainings this Month:**
 - Stroke Webinar.
 - AFG Application WalkThru.
 - High Pressure Lifting Air Bags. New Sava bags.
 - Residential Attic and Exterior Fires (UL Research - FF Training).
 - Basement Fires (UL Research - FF Training)
 - De-Escalation Training (DVD)
 - HR MUNI - MTA

MEETINGS ATTENDED

- Elmwood Township Board Regular General Meeting
- Township Supervisor
- EFD Officers' Meeting
- Northwest Regional Medical Control (Teleconference)
- Leelanau County Fire Chiefs' Association (Teleconference)
- Chief J. Tuller (TCFD) – Mutual aid and radio comms.

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
FEBRUARY 8, 2021
HELD BY REMOTE ELECTRONIC ACCESS**

Call to Order:

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

Pledge of Allegiance:

Supervisor Shaw recited the Pledge of Allegiance.

Roll Call:

Present: Jeff Shaw, Connie Preston, Terry Lautner, Jim O'Rourke, Dave Darga, Chris Mikowski, and Deborah Allen

All Board members stated they were participating from locations in Elmwood Township, Michigan.

Excused: None

Declaration of Conflict of Interest:

Supervisor Shaw declared a conflict as he has a financial interest in Brewery Creek.

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE LAUTNER TO RECUSE JEFF SHAW FROM THE BREWERY CREEK DISCUSSION. Motion passed 6-0 by a roll call vote with Supervisor Shaw abstaining.

Public Comment

Del Moore

Rod Jones

AnneMarie Wigton

Consent Calendar:

Department Reports:

Treasurer

Planning/Zoning

Post Audit Invoices 1-15-21 through 2-5-21

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE DARGA TO APPROVE THE CONSENT CALENDAR AS PRESENTED. The motion passed 7-0 by a roll call vote.

Committee Reports:

Minutes:

1-11-21

1-20-21

Agenda Approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE O'ROURKE TO APPROVE THE AGENDA AS PRESENTED. The motion passed 7-0 by a roll call vote.

Supervisor Remarks

Supervisor Shaw submitted a written report.

Trustee Remarks

Trustee O'Rourke asked that Chief Tampa update the Board on the fire on Lakeview Road.

Engineer's Report

Brian Sousa of Wade Trim stated that he was working on the marina grant reimbursement requests, requesting proposals from roofing companies for the fire station, and plugging away on Marina Phase 3 design.

Other Officer Remarks

Fire Chief Keith Tampa reported 48 calls for January and updated the Board on the structure fire on Lakeview Road.

Communications from the Clerk

None

OLD BUSINESS

None

Supervisor Shaw exited from the meeting

Trustee O'Rourke chaired the meeting for the Brewery Creek Roads/Update

NEW BUSINESS

Brewery Creek Roads/Update

Planner Sara Kopriva explained that Kevin Gauthier of Korner Gem asked that the section of road on Fisherman's Cove would be repaired prior to moving forward with the easement agreements. He felt that the trucks from Roesse Contracting damaged the road. Planner Kopriva presented a bid from Elmer's for the repair in the amount of \$11,369.00. She thought that it might be cheaper if we did the repair at the same time that we make improvements to the boat trailer parking. Township Engineer Brian Sousa agreed that it would be a good approach and that he could meet with Roesse Contracting to see if they would contribute towards the cost of repair. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO HAVE BRIAN SOUSA MEET WITH ROESSE TO TAKE A LOOK AT THE AREA. If Roesse won't fix it we will do it when we do the rest. The motion passed 6-0 by a roll call vote.

Supervisor Shaw resumed the chair.

Schedule Special Meeting for STR Ordinance

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO SCHEDULE A SPECIAL MEETING FOR FEBRUARY 17, 2021 AT 6:00 PM. The motion passed 7-0 by a roll call vote.

Assistance with COVID Vaccination Clinics Agreement

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE ALLEN TO ALLOW THE SUPERVISOR TO SIGN THE AGREEMENT WITH THE BENZIE LEELANAU HEALTH DEPARTMENT FOR ASSISTANCE WITH THE COVID VACCINATION CLINICS. 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 \$89,793.38. The motion passed 7-0 by a roll call vote.

PUBLIC COMMENT

None

Adjournment

Motion by Trustee Lautner, seconded by Trustee Darga to adjourn the meeting. The motion passed 6-1 by a roll call vote with Trustee O'Rourke voting no. The meeting adjourned at 6:50 p.m.

Check Register Report

Date: 03/02/2021
 Time: 11:02 am
 Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
35199	02/25/2021	Printed			B111	BLUECROSS BLUESHIELD OF GROUP MI	007015150710	551.77
35200	02/25/2021	Printed			C029	CHARTER COMMUNICATIONS	ACCT#8245 12 895 0008281	519.26
35201	02/25/2021	Printed			C010	CHERRYLAND ELECTRIC COOP	ACCT#9902700	111.27
35202	02/25/2021	Printed			C040	CONSUMERS ENERGY	ACCT#1000 2914 1304	2,762.11
35203	02/25/2021	Printed			M020	DTE ENERGY	ACCT#9100 218 4472 5	1,557.85
35204	02/25/2021	Printed			E013	ELEVATE NET	MARINA PHONE	299.94
35205	02/25/2021	Printed			G200	GRAND TRAVERSE COUNTY	ELMWOOD GREILICKVILLE WATER	76,492.48
35206	02/25/2021	Printed			G425	GUARDIAN	GROUP ID 00 357534	474.07
35207	02/25/2021	Printed			P043	PRIORITY HEALTH	GROUP ID 790105 S001	5,272.25
35208	02/25/2021	Printed			V014	VERIZON WIRELESS	ACCT#286887497-00001	4.58
35209	02/25/2021	Printed			V023	VSP	CLIENT ID 30031936	373.51
					Total Checks: 11		Checks Total (excluding void checks):	88,419.09
					Total Payments: 11		Bank Total (excluding void checks):	88,419.09
					Total Payments: 11		Grand Total (excluding void checks):	88,419.09

Supervisor Comments

3/8/21

1. The Elmwood Township Board of Review Organizational Meeting took place Tuesday, March 2, 2021. With the implementation of online meetings, this year will be a new experience for all involved. Thank you to our Assessor for her tireless efforts to make this work!
2. Planner Sara Kopriva and I met with Lake Leelanau Association representatives regarding the formation of a "Lake Board." They may or may not be approaching the Elmwood Township Board in the near future, looking for support.
3. Thank you to all the Elmwood Township Residents who have participated in the Short Term Rental discussion. I know it has been a long process, but we have made progress and hopefully we will have a zoning ordinance in place in the near future.

To: Elmwood Township Board

From: Sara Kopriva AICP, Planner/Zoning Administrator

Date: March 2, 2021

RE: TART Request

TART is looking for a location on the West side to be able to house some equipment and construction materials necessary for maintain the TART trail. In discussions, the Brewery Creek property came up as a possible location. I have attached an email of what TART is looking for. At this time, the Board is being approached about the possibility of working with TART on this project. If there is desire to move forward, we would work on the details moving forward. Chris Kushman from TART will be present to explain and answer any questions.

From: Chris Kushman <ckushman@traversetrails.org>
Sent: Monday, February 8, 2021 11:27 AM
To: Sara Kopriva
Subject: Re: Future Trail Maintenance Facility?

Good morning Sara,

Thank you again for your time last week discussing the potential for a TART Trails maintenance/operations facility at the Township's Brewery Creek Center. You had asked as a follow up step to provide you with a preliminary amount of land we anticipate needing. We estimate that two acres will be needed to house an approximately 40'X50' building, material staging area, small tree and plant nursery, path connection to the Leelanau Trail via Township easement, and possible future public amenities i.e. restrooms, parking, etc.

After you've reviewed this information/vision and discussed on your end, will you let me know if this continues to be a possibility and what the next steps look like?

Thank you for your time and help.

Sincerely,
Chris Kushman

Our offices are currently closed due to COVID-19. All staff are working remotely. Email and cell phones are the best way to contact us. Thank you.

Chris Kushman
Planning and Management Director
TART Trails
PO Box 252
Traverse City, MI. 49685
Office: 231.941.4300
Cell: 906-440-0046
ckushman@traversetrails.org

On Mon, Feb 1, 2021 at 9:15 AM Chris Kushman <ckushman@traversetrails.org> wrote:
Great. Thank you, Sara!

Best,
Chris Kushman

Our offices are currently closed due to COVID-19. All staff are working remotely. Email and cell phones are the best way to contact us. Thank you.

Chris Kushman
Planning and Management Director
TART Trails
PO Box 252
Traverse City, MI 49685

Connie

From: Jeff Shaw <supervisor@elmwoodtownship.net>
Sent: Wednesday, February 24, 2021 2:21 PM
To: Connie Preston
Subject: Fw: Township to partner on Great Lakes Beach Cleanup efforts?
Attachments: 20201007 Press Release_Trash-Free Great Lakes Grant (1) (2).pdf

For March 8, 2021

From: Heather Smith <hsmith@gtbay.org>
Sent: Wednesday, February 24, 2021 11:33 AM
To: Jeff Shaw
Subject: Township to partner on Great Lakes Beach Cleanup efforts?

Good Morning Supervisor Shaw,

Hoping this email finds you well. I am reaching out to invite you to partner with The Watershed Center (TWC) on an exciting new volunteer beach cleanup project. We are working with other Great Lakes [Waterkeepers](#) on an [EPA Trash-free Great Lakes grant](#) for coordinated beach cleanups through 2022. The goal is to collectively remove 68 metric tons of trash from 17,120 acres to help protect habitats and keep drinking water resources safe throughout the Great Lakes Basin. Please see the attached press release for more info.

The coordinated cleanup events will be held between Saturday, April 24 and Sunday, May 2. TWC's plan is to promote solo or DIY cleanup events where volunteers will pick up a "cleanup kit" from TWC to clean a beach anywhere from April 24 – April 30, as well as hold a series of organized, in-person (COVID-safe) cleanup events throughout the region on May 1 and 2.

We have several beach stretches along Grand Traverse Bay where we would like to host a cleanup event and are reaching out to you to gauge the Township's interest in partnering with us to be a "Site Captain". Site Captains will help with day-of registration and guiding volunteers at the cleanup event. TWC will coordinate advertisement, early registration, volunteer waivers, securing landowner permission, supplying equipment, tracking volunteer hours, etc.

We'd love to have someone from the Township serve as a Site Captain at Elmwood Marina/Greilickville Harbor Park on May 1 or 2. Or, if we could get Township permission to host a cleanup, we could probably recruit another Site Captain. If you're interested in being a part of this effort on one of these dates, please shoot me an email. We're still flushing out the details, but I'd like this email to serve as an initial invitation to join this effort and a Save-The-Date for a May 1 or 2 event.

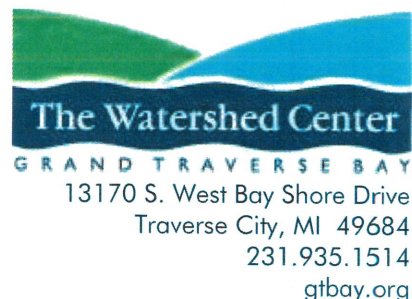
If you have any questions, don't hesitate to contact me.

Wishing you the best,

Heather Smith
Grand Traverse BAYKEEPER
13170 S. West Bay Shore Drive | Traverse City, MI 49684
231.935.1514 x3
www.gtbay.org

Our office is currently closed – all staff are working remotely and are available by email and our main line.

Contact:
Heather Smith
Grand Traverse BAYKEEPER®
231.935.1514 x3
hsmith@gtbay.org



FOR IMMEDIATE RELEASE

THE WATERSHED CENTER PARTNERS WITH GREAT LAKES WATERKEEPERS ON TRASH-FREE GREAT LAKES GRANT

Traverse City, MI – Buffalo Niagara Waterkeeper has received a federal grant from the Environmental Protection Agency's Great Lakes Restoration Initiative for nearly \$300,000 to lead an effort across the Great Lakes Basin for coordinated cleanups through 2022. The effort will help keep drinking water resources safe and protect habitats throughout the Great Lakes Basin.

Buffalo Niagara Waterkeeper and its partners, Seneca Park Zoo, Friends of the Detroit River, The Watershed Center Grand Traverse Bay, and Milwaukee Riverkeeper, will utilize the federal funding to coordinate trash clean up events and awareness campaigns in their five respective Great Lakes communities in 2021 and 2022, with the goal of removing 68 metric tons of trash from 17,120 acres by the end of 2022.

Litter pollution in the Great Lakes basin is increasing and is a threat to many communities' drinking water quality and the habitats of native fish and wildlife species. Therefore, in addition to the cleanups over the next two years, the coalition hopes to add 10 additional Great Lakes communities to the collective effort, dubbed "The Great Lakes Cleanup," by 2025.

"Buffalo Niagara Waterkeeper is honored to lead this effort, and we are grateful for EPA's support for this multi-state, multi-lake collaborative effort," said Buffalo Niagara Waterkeeper Executive Director Jill Jedlicka. "We are thrilled to be able to work with our fellow Waterkeeper organizations around the Great Lakes, who are some of the most effective water advocates in the world. Our collective action and cooperation are intended to benefit the health and future of the millions of people and species that call the Great Lakes Basin their home and we can't wait to mobilize thousands more citizens and volunteers in these clean-up efforts."

"EPA's new, innovative Trash-Free Great Lakes program underscores the administration's commitment to protecting and preserving these binational treasures," said EPA Region 5 Administrator Kurt Thiede. "EPA is proud to support Buffalo Niagara Waterkeeper and all of our partners through this inaugural round of grants as we work to address the issue of litter and debris in the Great Lakes."

"We are thrilled to collaborate with Waterkeepers across the Great Lakes basin to pick up litter in and around our Great Lakes. In the Grand Traverse Bay watershed, near-record high water levels have resulted in litter and debris scattered across our beaches and near-shore waters," said Grand Traverse BAYKEEPER® Heather Smith. "The Trash Free Water grant will give us the opportunity to remove some of this larger debris, such as patio furniture and dock sections, that have been scattered by high water and wave action."

"We are excited to partner with our other Great Lakes Waterkeepers to address the real problem of trash and single-use plastics that threaten the water quality, wildlife, and aesthetic beauty of our Great Lakes and its tributaries," said Riverkeeper Cheryl Nenn of Milwaukee Riverkeeper. "Working together we can raise awareness of simple things that people can do to reduce trash at the source, as well as foster an army of Great Lakes volunteers to clean up trash before it can enter into the Great Lakes, which is the source of drinking water for 40 million Americans and Canadians."

"As an organization that has been involved in clean-ups for over 20 years, Friends of the Detroit River has witnessed firsthand the value these events have had in uniting volunteers, fostering relationships, creating stewards for our river, and the positive impacts they have had on our natural resources and the communities that surround them," said Friends of the Detroit River Chairman David Howell. "Our organization is thrilled to expand our efforts in partnership with this grant opportunity to reach the broader Great Lakes region, because we all share and benefit from this interconnected system."

"The Seneca Park Zoo Society is extremely proud to be asked to take part in this effort for the city of Rochester," said Director of Programming and Conservation Action for Seneca Park Zoo Society Tom Snyder. "Working together with these great cities and organizations will help build sustainability for the benefit of everybody that lives near any of the Great Lakes."

#

The Watershed Center is a non-profit organization that advocates for clean water in Grand Traverse Bay and acts to protect and preserve its 1,000-square mile watershed, which covers portions of Grand Traverse, Leelanau, Antrim, and Kalkaska counties. Learn more at www.gtbay.org.

To: Elmwood Township Board

From: Sara Kopriva AICP, Planner/Zoning Administrator

Date: March 2, 2021

RE: Capital Improvement Plan

Recommended Motion: Motion to approve and adopt the Capital Improvement Plan as recommended by the Planning Commission.

The Michigan Planning Enabling Act requires that any municipality that operates a water or sewer system must maintain a Capital Improvement Plan. Although this should be maintained annually, this is an update from an original plan that was approved in 2017. The Planning Commission complied the projects that were submitted by department heads and held a public hearing as required by law. They are recommending the approval and adoption of this plan. In their review, the Planning Commission is not supporting or suggesting allocation of funds unless it is fiscally responsible by the Township Board. As stated in the plan, just because a project is in the plan, does not mean funds have been allocated.

Charter Township Of Elmwood

Capital Improvement Plan 2021-2027

Public Hearing: January 19, 2021 & February 16, 2021

Adopted by Township Board: _____

The Michigan Planning Enabling Act, Public Act 33 of 2008, requires that any township that owns or operates a water supply or sewage disposal system, prepare and update a capital improvement program each year. Even when not required, it is good practice for townships to have a capital improvement program to help foresee upcoming projects and assist in budgeting. This is an update to the Capital Improvement Plan that the township undertook in an effort to comply with the requirements of the Michigan Planning Enabling Act.

This plan is a working document. It is required to be reviewed every year and updated to add the next year to make it a 6 year plan. Projects that are included in the plan are not guaranteed to be completed or to receive financial allocation by the Township Board but more of a guide during the budgeting process to help see a more complete view of upcoming major projects. The Planning Commission does not endorse the projects or figures supplied. They are only approving a document that puts all the projects in one location for easy reference.

The Capital Improvement Plan contains projects/construction/equipment with a purchase price greater than \$10,000 that last for longer than a year. These items include purchase of property and vehicles, new buildings/structures, constructions of utilities and roads, and dredging as examples. This also included major repairs to existing structures, properties, and vehicles such as roofs and parking lots. Minor maintenance and projects that are estimated to cost less than \$10,000 were not included. Plans and studies are also not included in this Capital Improvement Plan.

Department heads were asked to fill out a form regarding projects that they anticipate will need to be completed in the next 6 years as well as projects that will need to be done in future years so that they are not forgotten when the plan is updated in future years. Those forms led to this document that includes future projects, anticipated dates of completion, and estimated costs. Also included in this document is a list of existing facilities, where they are located, when they were constructed and any other helpful information. This ensures that when updating the plan in the future, certain properties and buildings are not looked over.

Upon completion of the draft, the Planning Commission held a public hearing on January 19, 2021 to obtain additional public comment. Following the public hearing the Planning Commission made a recommendation on the plan and forwarded the completed plan to the Township Board for review and adoption.

Existing Facilities

Lincoln Road Campus

Township Hall

Located at 10090 E Lincoln Rd, the Township Hall was constructed in 1986. Contains offices and hall for meetings and available for rent.

Fire Hall

Located next to the Township Hall but not connected, was constructed in 2002. Contains offices, kitchen, meeting room, and apparatus bay.

Upper Pavilion

Located near the Township Hall and shares parking with the Hall. Picnic pavilions that contains bathrooms for men and women. Available to rent to the public.

Lower Pavilion

Located near the corner of Cherry Bend and Avondale. Contains restrooms for playground, ball fields, and tennis courts.

Soccer Fields

Located behind the Township Hall. Turf was re-done in 2015 and contains an irrigation system. Can be reserved by private groups of use. Currently there is a contract with North Star Soccer to maintain and schedule the soccer fields.

Baseball Fields

Located near Cherry Bend Rd. Maintained by the Township and used by Little League. Available to the public for use when not in use by Little League.

Playground

Located near the corner of Cherry Bend and Avondale. Playground equipment has been installed throughout time.

Tennis Court

Located next to Avondale Ln. Surface sealed in Spring of 2016.

Cherry Bend Campus

Old Fire Hall

Located at 10750 E Cherry Bend Rd. Constructed in 1945. Contain garage bay and meeting room. Currently used for storage, elections, and maintenance equipment. Parking area contains recycling bins for use by County residents. Parking area constructed in 2014.

Greilickville Campus

Harbormaster Building

Located at the Marina, the harbormaster building was constructed in 2020 and contains the public office and bathrooms for the marina. Also includes storage garage for marina equipment. Old harbormaster building still exists on site and is anticipated to be removed during phase 3 of the marina redevelopment.

Old Marina Public Bathroom

Located next to the harbormaster building and scheduled for demolition during phase 3 of the marina redevelopment. This building is obsolete with the construction of the new harbormaster building.

Picnic Pavilion

Located next to the old marina public bathroom. Contains tables and grills. The roof for this structure was from an old pavilion at the Greilickville Harbor Park. This structure is scheduled to be replaced during phase 3 construction of the marina redevelopment.

Boater's Bathroom

Located next to the old marina public bathroom and for use by marina users. Includes showers and restrooms for men and women. This building is scheduled to be demolished and replaced during phase 3 of the marina redevelopment.

Large Pavilion

The large pavilion is located in the Greilickville Harbor Park, near the parking lot. It contains a men's and women's restroom and a picnic pavilion. The pavilion is available to rent.

Small Pavilion

The small pavilion is located in the Greilickville Harbor Park. It contains a men's and women's restroom and a picnic pavilion. This pavilion is available on a first come, first serve basis.

Brewery Creek

Brewery Creek is a condo development on M22 across from the Greilickville Harbor Park and Marina that the Township purchased in 2012. A majority of the property has been used for overflow marina and park parking. The Township is currently in the process of dissolving the condominium and developing overflow marina trailer parking.

Greilickville Water

The Greilickville water system runs along M22 from the City/Township line North to Cherry Bend Road. The water system also runs down Carter Rd and Grandview Rd to the TART trail.

Timberlee Water

The Timberlee water system started as a private system in the 1970s and was turned over to the Township in 1989.

Greilickville Sewer

The Greilickville sewer system is located along M22 from the City/Township line running North to Crain Hill Rd. It also includes some subdivisions off of M22. The sewer system runs West down Carter Rd, Grandview Rd, and Cherry Bend Rd.

Cedar Lake Dam

The Cedar Lake Dam is located between Cedar Lake and West Grand Traverse Bay. The dam is owned by the Township and controls the depth of Cedar Lake.

DeYoung Natural Area

The DeYoung Natural Area was purchased by the Township in 2010 in cooperation with the Leelanau Conservancy. The Natural Area is currently managed by the Leelanau Conservancy.

DRAFT

Future Projects

Anticipated to be completed in 2021

Project Name	Estimated Cost	Contributing Fund	In Approved Plan
Engine 1 (111) (aka 113)	\$400,000	Fire	Consultant Report
ATV	\$25,000	Fire	Consultant Report
Roof Replacement on Fire Hall	\$50,000	Fire	No
Security and Cameras for Lincoln Road Campus	\$12,000	General	No
Marina Boat	\$22,000	Marina	No
Brewery Creek Parking	\$80,000	Marina	No

Anticipated to be completed in 2022

Project Name	Estimated Cost	Contributing Fund	In Approved Plan
Boater's Facility/ Parking	\$5,500,000	Marina/Waterways Grant	Yes- Phase 3 of Marina Phasing Plan
Boater's Bath Roof (if Phase 3 not funded)	\$18,000	Marina	No
Timberlee Ground/ Elevated Storage	\$1,800,000	Timberlee Water	Timberlee Reliability Study
Gator/ATV	\$12,000	Marina	No
Marina Truck	\$45,000	Marina	No
Bathroom/Pavilion for Cherry Bend Park	\$200,000	General	No

Anticipated to be completed in 2023

Project Name	Estimated Cost	Contributing Fund	In Approved Plan
Tanker 1 (121)	\$300,000	Fire	Consultant Report

Anticipated to be completed in 2024

Project Name	Estimated Cost	Contributing Fund	In Approved Plan
Engine 2 (112)	\$500,000	Fire	Consultant Report

Anticipated to be completed in 2025

Project Name	Estimated Cost	Contributing Fund	In Approved Plan
SCBA	\$650,000	Fire	Consultant Report
Dock A Replacement	\$1,400,000	Marina	No

Anticipated to be completed in 2026

Project Name	Estimated Cost	Contributing Fund	In Approved Plan

Anticipated to be completed in 2027

Project Name	Estimated Cost	Contributing Fund	In Approved Plan

To be completed in future plan

Project Name	Estimated Cost	Contributing Fund	In Approved Plan	Year to complete
Station/Quarter Improvements	\$10,000-50,000	Fire	Consultant Report	
Dock B	\$1,000,000	Marina	No	
Timberlee Water Main Extension	\$450,000	Timberlee Water	Yes- Reliability Study	
Greilickville Water Main Extension	\$2,800,000	Greilickville Water	Yes- Reliability Study	

Project Descriptions

Project Name: Engine 1 (111)

Year: 2021

Description: Replacement of existing truck that has become obsolete and is older than recommended by NFPA. Included in Fire and EMS Assessment.

Department: Fire

Project Cost: Total: \$400,000

Status: Design and funding options are being explored

Project Name: ATV

Year: 2021

Description: For fire operations. Included in the Fire and EMS Assessment.

Department: Fire

Project Cost: Total: \$25,000

Status:

Project Name: Roof Replacement on Fire Hall

Year: 2021

Description: Replace roof on existing fire hall. Currently the roof has leaks.

Department: Fire

Project Cost: Total: \$50,000

Status: Working with Township Engineer to determine if complete replacement is necessary

Project Name: Security and Cameras for Lincoln Road Campus

Year: 2021

Description: Provides security cameras and system for the Township Hall, Fire Hall, and Cherry Bend Park. Annual cost unknown at this time.

Department: Grounds

Project Cost: Total: \$12,000

Status:

Project Name: Marina Boat

Year: 2021

Description: For marina operations to replace existing boat.

Department: Marina

Project Cost: Total: \$22,000

Status: Township Board allocated \$10,000 in 2021 budget

Project Name: Brewery Creek Parking

Year: 2021

Description: Marina overflow trailer parking

Department: Marina

Project Cost: Total: \$80,000

Status: Currently in process of dissolving Brewery Creek Condominium

Project Name: Boater's Facility and Parking

Year: 2022

Description: New boater's facility and parking area as described in Marina Master Plan-Phasing & Implementation Plan. Waterways grant to be applied for by April 1, 2021.

Department: Marina

Project Cost: Total: \$5,500,000 (50% Waterways Grant, 50% Match)

Status: Final design and engineering to be complete by Spring of 2021

Project Name: Boater's Bath Roof (If Phase 3 not funded)

Year: 2022

Description: Replace roof on existing boater's bath if phase 3 is not funded.

Department: Marina

Project Cost: Total: \$18,000

Status:

Project Name: Timberlee Ground/Elevated Storage

Year: 2022

Description: Timberlee water system requires water storage capacity. This can be accomplished with an above ground or below ground storage tank.

Department: Timberlee Water

Project Cost: Total: \$1,800,000

Status:

Project Name: Gator/ATV

Year: 2022

Description: For marina operations. This is new equipment.

Department: Marina

Project Cost: Total: \$12,000

Status:

Project Name: Marina Truck

Year: 2022

Description: For marina operations. This is new equipment.

Department: Marina

Project Cost: Total: \$45,000

Status:

Project Name: Bathroom/Pavilion for Cherry Bend Park

Year: 2022

Description: Replace existing bathrooms and pavilion by the playground. This structure is deteriorating from age and needs to be replaced.

Department: Grounds

Project Cost: Total: \$200,000

Status:

Project Name: Tanker 1 (121)

Year: 2023

Description: Replacement of existing truck that has become obsolete and is older than recommended by NFPA. Included in Fire and EMS Assessment.

Department: Fire

Project Cost: Total: \$300,000

Status:

Project Name: Engine 2 (112)

Year: 2024

Description: Replacement of existing truck that has become obsolete and is older than recommended by NFPA. Included in Fire and EMS Assessment.

Department: Fire

Project Cost: Total: \$500,000

Status:

Project Name: SCBA

Year: 2025

Description: Replacement of existing SCBA equipment that has become obsolete and is older than recommended by NFPA.

Department: Fire

Project Cost: Total: \$650,000

Status:

Project Name: Dock A Replacement

Year: 2025

Description: Replacement of existing Dock A that has deteriorated and exceeded expected lifespan.

Department: Marina

Project Cost: Total: \$1,400,000

Status:

DRAFT

From: Tee Rudnitski <tee.rudnitski@granicus.com>
Sent: Monday, February 1, 2021 9:54 AM
To: planner@elmwoodtownship.net
Subject: Granicus Contract Renewal Notification for Elmwood, MI
Attachments: MI_Elmwood_2021MAY_Q-129265.pdf



Hello Sara,

Elmwood, MI's contract is set to expire on 5/12/2021. I have attached a new contract that will need to be signed and returned by 4/27/2021 to ensure there is no lapse in services.

Granicus looks forward to continuing our relationship with Elmwood, MI and supporting your organization to create greater impact for the citizens you serve.

Please let me know if you have any questions or concerns.

Best,
Tee Rudnitski
Business & Contracts Specialist



Granicus Proposal for Elmwood, MI

Granicus Contact

Name: Tee Rudnitski

Phone:

Email: tee.rudnitski@granicus.com

Proposal Details

Quote Number: Q-129265

Prepared On: 2/1/2021

Valid Through: 5/12/2021

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: 5/13/2021 - 5/12/2022

The subscription will automatically renew at the end of the then-current term for a period of twelve months unless either party notifies the other in writing at least 30 days prior to the end of said term that it does not wish to renew. The annual increase will be 7% per year.

Annual Fees for Renewing Subscriptions

Solution	Billing Frequency	Quantity/Unit	Annual Fee
Address Identification	Annual	1 Each	\$8,137.21
SUBTOTAL:			\$8,137.21

Product Descriptions

Name	Description
Address Identification	Service to systematically identify the addresses and owner's contact information for short-term rentals located in a specific local government's jurisdiction. Data provided in the form of a online software platform which makes it easy to access the complete property and owner address information and screenshots for all identifiable short-term rental units.

Terms and Conditions

- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which the volume has changed from the prior term without regard to the prior term's per-unit pricing
- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Elmwood, MI to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- If submitting a Purchase Order, please include the following language: All pricing, terms and conditions of quote Q-129265 dated 2/1/2021 are incorporated into this Purchase Order by reference.
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- Renewal pricing for Address Identification, Compliance Monitoring, Rental Activity Monitoring, 24/7 Hotline, Tax Collection, and Mobile Permitting & Registration is based on the average volume of rental listings or units for the preceding 10-12 months and is subject to volume-based pricing adjustments as described herein.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which volume based pricing is used and the volume has changed from the prior term without regard to the prior term's per-unit pricing.

Agreement and Acceptance

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Billing Information

Name:

Phone:

Email:

Address:

Elmwood, MI

Signature: _____

Name: _____

Title: _____

Date: _____



Memorandum

To: Jeff Shaw, Elmwood Township Supervisor

From: Ken Schwerdt, Wade Trim

Date: March 1, 2021

Subject: Elmwood Marina Phase III Seawall Extension

We are preparing to complete the final plans for Phase III of the Elmwood Township Marina Improvements and wanted to revisit the opportunity of raising the south seawall. This was initially discussed with the Township in March of 2020. When initially discussed, it was decided to leave the seawall at its existing elevation and plan on the adjacent walkways being able to withstand occasional inundation in extreme high-water events, which is what our current design reflects. However, as the water levels haven't broken records in the past year, we thought it best to revisit this one more time. It should be noted that in the past one hundred years of data recorded, the lake level has only reached the top of wall elevation of 582.6 once in 1986 and has been within one foot (elev. 581.6) of that elevation 6 times for relatively short durations. The past year has shown a more sustained period of high-water levels.

We reviewed raising the wall elevation up to 1.5' higher than the existing wall. This extension would make the pedestrian and vehicular areas well above the highest known water level, allow better stormwater management during high water periods. It would also allow the proposed boaters building and new harbormasters building to be at grade rather than several steps up from the adjacent promenade.

A rough construction cost estimate for the wall extension and imported fill to raise the site is \$500,000. The main caveat to raising the wall is that access to the floating docks may need to be adjusted with ramps when the water levels recede and slips adjacent to the seawall may not be usable at the lowest water levels.

If the board feels raising the wall is justified, we can revise our plans accordingly. This would require some rework of the existing plans to accommodate the grade change and broadening of the USACE permitting that needs to be completed. We anticipate the additional cost for design and permitting to be \$9,000.

KDS
ELM201201C

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 03/02/2021

Time: 2:14 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	593.57
				Vendor Total:	593.57
EARTHWORKS EXCAVATION, LLC	E006	E TIMBERWOODS	0	00/00/0000	1,175.00
				Vendor Total:	1,175.00
ELEVATE NET	E013	NETWORK MGMNT	0	00/00/0000	600.00
				Vendor Total:	600.00
GRAND TRAVERSE COUNTY	G200	ELMWOOD GREILICKVILLE WATER	0	00/00/0000	15,047.98
				Vendor Total:	15,047.98
MAPLE RIVER DIRECT MAIL	M044	ASSESSMENT NOTICES	0	00/00/0000	1,521.38
				Vendor Total:	1,521.38
NETLINK	M185	COMPUTER TECH SUPPORT	0	00/00/0000	90.00
				Vendor Total:	90.00
VISIBLE DIFFERENCE BLDG. MAIN	V002		0	00/00/0000	135.00
				Vendor Total:	135.00
WADE TRIM	W107	BREWERY CREEK CONDO ADJ	0	00/00/0000	1,775.05
				Vendor Total:	1,775.05
YOUNG, GRAHAM, & WENDLING P	Y002	MISC LEGAL	0	00/00/0000	2,144.00
				Vendor Total:	2,144.00
				Grand Total:	23,081.98
				Less Credit Memos:	0.00
				Net Total:	23,081.98
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	23,081.98
Total Invoices:		14			