

Treasurer's Report reflects bank account balances

Treasurer's Report

DECEMBER 2021

#101 General Fund	General Fund Huntington	\$ 1,049,564.30	***
#203 Metro Authority	Huntington Bank	\$ 51,739.12	
#206 Fire Fund	Huntington Bank	\$ 622,367.19	
#207 Police	Huntington Bank	\$ 535.51	
#212 Liquor Control Fund	Huntington Bank	***	\$ 3,434.20
#590 Sewer CD Mat May 2018	Sewer Huntington	\$ 497,934.43	
#591 Timberlee H20	Huntington Bank	\$ 405,015.82	
#592 Greilickville H20	Huntington Bank	\$ 145,543.32	
#594 Marina	Marina Huntington	\$ 645,615.78	
#701 Trust & Agency	Huntington Bank	\$ 1,455.49	
#703 Current Tax	Huntington Bank	\$ 735,535.64	
#815 E. Timberwoods	Huntington Bank	\$ 29,732.05	
#816 GSAD Receivable	Savings Huntington	\$ 82,074.76	
#817 SBlue & Old Orch	Huntington Bank	\$ 3,027.00	
#818 Old Orchard	Huntington Bank	\$ 4,752.37	
#820 Maintenance E.R. Rds	Huntington Bank	\$ 9,671.10	
#821 Maintenance S.B. Rds	Huntington Bank	\$ 11,252.39	
#861 Bayview Estates Lights	Huntington Bank	\$ 2,521.42	
TOTAL		\$ 4,298,337.69	

INVESTMENT ACCOUNTS CD's	PURCHASED AMOUNT	PRIOR MONTH VALUE	CURRENT VALUE	EST MONTHLY INT	PAID INTEREST
#101 Goldman Sachs	\$200,000.00		\$ 201,798.00	-\$ 202.00	
#101 SYNCHRONY BK	\$202,000.00	\$ 627.73	\$ 202,360.51	\$ 201,732.78	\$ 201,732.78
#101 FIDELITY GOV MMKT DAILY			\$ 252,937.50	\$ 2,937.50	
#590 Ally Bank	\$250,000.00		\$ 152,245.50	\$ 2,245.50	
#590 Morgan Stanley	\$150,000.00		\$ 249,232.50	-\$ 767.50	
#590 Flagstar Bank	\$250,000.00		\$ 130,869.00	-\$ 131.00	
#590 BMW BK	\$131,000.00		\$ 5,474.24	\$ 4,511.80	\$ 4,511.80
BOND INTEREST		\$ 962.44			
#594 Dreyfus MMKT	\$ 150,000.00				
#594 UBS Bank	\$ 250,000.00		\$ 249,220.00	-\$ 780.00	
BOND INTEREST		\$ 157,381.84	\$ 157,438.80	\$ 56.96	\$ 56.96
TOTAL	\$1,583,000.00	\$ 1,601,576.05	\$ 209,604.04	\$ 206,301.54	
GRAND TOTAL		\$ 5,899,913.74			

Connie M. Preston, Clerk

Chris Mikowski, Treasurer



To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

RE: December 2021 Planning and Zoning Report

Permits:

	12/2021	12/2020	YTD 2021	YTD 2020
Single Family Dwelling	1	4	21	15
Attached SFD	0	0	0	0
Accessory Building	0	0	9	11
AG Building	0	0	0	0
Residential Addition	0	0	7	7
Deck	0	0	9	5
Sign	1	0	3	7
Commercial	0	0	0	2
Misc.	1	0	6	4
Total Permit	3	4	61	49
Fees Collected	\$153.00	\$340.72	\$4,862.70	\$3,031.88

Zoning Board of Appeals:

Past Meeting – November 2021, mentioned in last Report

Future Meeting - TBD based on applications.

Planning Commission:

Past Meeting


- December 14th
 - SU/SPR# 2021-09 **Introduction**- West Shore Marina – Public Hearing Scheduled
 - Informal Review of Proposed Project Concept at Timberlee Hills

Future Meeting

- January 18th
 - SU/SPR# 2021-09 **Public Hearing**- West Shore Marina
 - TBD

Office Updates

- Will begin working with Parks and Rec Committee on the 5-year update to the Parks and Rec Plan. Next meeting is scheduled for 01/12/22.
- STRs. As of 12/30, please note the following:
 - 66 licenses have been issued to complete applications;
 - 7 applications are currently in progress (applicants working on missing items);
 - (1) application has been withdrawn;
 - (1) application did not meet the definition of an STR;
 - 2 new applications were received on 12/30 and will be reviewed by the ZA in a timely manner.

 **Elmwood Township Marina**

231-946-5463 elmwoodmarina@gmail.com 10090 E Lincoln Road Traverse City MI 49684

Harbormaster's Report

January 5, 2022

The marina is currently closed and gated since the snow began to fall.

The docks ice suppression systems are all up to date and ready. I did rebuild 2 motors for A&B docks and have one motor in reserve for emergencies. Ice has begun to form in the harbor and I will continue to monitor conditions and thickness.

2022 contracts have begun to come in and the rates have been adjusted as voted on in the November 2021 board meeting. I have heard from a handful of boaters questioning the increase in rates. In my letter sent with the contracts I informed the boaters that there will be one more increase in 2023 and then level off with the state recommendations.

Lake levels are down considerably and are expected to continue to go down. I look forward to working with engineers and contractors as we finish phase III and the wall. This will get done and the A-dock will need to be looked at for replacement.

The waitlist now has over 220 names on it and is growing even this winter.

Respectfully Submitted,

Peter J Moon Harbormaster

Elmwood Township Marina

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
DECEMBER 13, 2021
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, Jim O'Rourke, Dave Darga, Chris Mikowski, and Deborah Allen

Excused: None

Declaration of Conflict of Interest:

None

Public Hearings

2022 Budget Public Hearing.

The hearing was opened at 6:01 p.m. Opportunity to be heard was given to all. The hearing was closed at 6:01 p.m.

Public Hearing on Establishing an Industrial Development District for TC Whiskey

The hearing was opened at 6:01 p.m. Opportunity to be heard was given to all. The hearing was closed at 6:01 p.m.

Public Hearing on Establishing a Commercial Rehabilitation District for TC Whiskey

The hearing was opened at 6:02 p.m. Opportunity to be heard was given to all. The hearing was closed at 6:02 p.m.

Public Comment

None

Consent Calendar:

Department Reports:

Treasurer

Planning/Zoning

Fire

Committee Reports:

Minutes:

11-5-2021

11-8-2021

Post Audit Invoices 11-15-21 through 12-5-21

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE DARGA TO APPROVE THE CONSENT CALENDAR AS PRESENTED. The motion passed unanimously by a voice vote.

Agenda Approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE ALLEN TO APPROVE THE AGENDA AS PRESENTED. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report.

Trustee Remarks

Trustee Allen updated the Board on the Parks and Recreation Committee. There is not a consensus on an ice-skating rink at this time. They would like to review it further during the Parks and Recreation Plan Update that will be done next year. Trustee Lautner commended the Fire Department Personnel for their recent actions to try to save his neighbor. He was very proud of them.

Engineer's Report

None

Other Officer Remarks

None

Communications from the Clerk

Clerk Preston reported that the bulb for the parking lot light is on order.

OLD BUSINESS

None

NEW BUSINESS

Resolutions Creating TC Whiskey IDD and CRD Districts

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 20 OF 2021, A RESOLUTION TO ESTABLISH AN INDUSTRIAL DEVELOPMENT DISTRICT. The motion passed unanimously by a roll call vote.

MOTION BY TRUSTEE ALLEN, SECONDED BY CLERK PRESTON TO ADOPT RESOLUTION 21 OF 2021, A RESOLUTION TO ESTABLISH A COMMERCIAL REHABILITATION DISTRICT. The motion passed unanimously by a roll call vote.

Budget Amendment Resolution #14 of 2021

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE O'ROURKE TO ADOPT RESOLUTION 14 OF 2021, A BUDGET AMENDMENT RESOLUTION. The motion passed unanimously by a roll call vote.

Salary Resolutions

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE O'ROURKE TO ADOPT RESOLUTION 15 OF 2021, A RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP SUPERVISOR AT \$48,200.00 ANNUALLY. The motion passed unanimously by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE O'ROURKE TO ADOPT RESOLUTION 16 OF 2021, A RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP CLERK AT \$48,200.00 ANNUALLY. The motion passed unanimously by a roll call vote.

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 17 OF 2021, A RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP TREASURER AT \$48,200.00 ANNUALLY. The motion passed unanimously by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 18 OF 2021, A RESOLUTION ESTABLISHING THE SALARIES OF THE TOWNSHIP TRUSTEES AT \$3425.00 ANNUALLY WITH \$100.00 PER SPECIAL MEETING. The motion passed unanimously by a roll call vote.

2022 Budget Resolution

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 19 OF 2021, A RESOLUTION ESTABLISHING THE 2022 BUDGET. The motion passed unanimously by a roll call vote.

Part-Time Employees Holiday Pay

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO AMEND THE PERSONNEL POLICY TO ADD PART-TIME EMPLOYEES HOLIDAY PAY OF 8 HOURS IF THEY WORK AT LEAST AN 8 HOUR SHIFT AND SEASONAL EMPLOYEES SHALL BE PAID AT THE RATE OF 1.5 TIMES THEIR REGULAR WAGE FOR HOURS WORKED ON THE HOLIDAY. The motion passed unanimously by a voice vote.

Deputy Chief Job Description

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE DARGA TO APPROVE THE DEPUTY CHIEF JOB DESCRIPTION AS PRESENTED BY CHIEF TAMPA. The motion passed unanimously by a voice vote.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE O'ROURKE TO POST THE JOB OPENING FOR DEPUTY CHIEF PER THE PERSONNEL MANUAL. The motion passed unanimously by a voice vote.

Leelanau County Partnership Offer/Human Resources

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE DARGA TO INFORM THE COUNTY THAT WE ARE INTERESTED IN THE PARTNERSHIP OFFER FOR HUMAN RESOURCES. The motion passed unanimously by a voice vote.

PAYMENT OF INVOICES

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE ALLEN TO PAY THE INVOICES IN THE AMOUNT OF \$178,915.03. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

None

Adjournment

Supervisor Shaw adjourned the meeting at 6:40 p.m.

Check Register Report

Date: 01/04/2022

Time: 11:20 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
36134	12/22/2021	Printed			A127	AT&T MOBILITY	ACCT#287303700094	152.92
36135	12/22/2021	Printed			B111	BLUECROSS BLUESHIELD OF MI	GROUP 00701550710	223.64
36136	12/22/2021	Printed			C029	CHARTER COMMUNICATIONS	ACCT#8245 12 895 0008281	517.50
36137	12/22/2021	Printed			C010	CHERRYLAND ELECTRIC COOR	ACCT#9902700	115.14
36138	12/22/2021	Printed			C040	CONSUMERS ENERGY	ACCT#1000 5299 8042	2,213.36
36139	12/22/2021	Printed			M020	DTE ENERGY	acct#9100 215 3113 2	1,009.13
36140	12/22/2021	Printed			E013	ELEVATE NET	MARINA PHONE	149.97
36141	12/22/2021	Printed			G425	GUARDIAN	GROUP 00 357534	482.92
36142	12/22/2021	Printed			P043	PRIORITY HEALTH	GROUP ID 790105 S001	5,230.85
36143	12/22/2021	Printed			V023	VSP	CLIENT ID 30031936	157.99

Total Checks: 10

Checks Total (excluding void checks): 10,253.42

Total Payments: 10

Bank Total (excluding void checks): 10,253.42

Total Payments: 10

Grand Total (excluding void checks): 10,253.42



November 15, 2021

Dear Township Supervisor,

Housing is a clear and urgent economic development need in Northwest Michigan and especially in Leelanau County. We have a proven and rising demand for new housing units, and a development landscape in which it is ever more complex and expensive to build the housing that employers and residents need. A 2020 Target Market Analysis showed the need for 600 units over the next five years in Leelanau County, the bulk of which is for those making less than \$40,000/year and on rents that are less than \$1000/month.

Housing North is working with partners in Leelanau County to expand the concept of shared capacity and partnerships for housing and community development, through the "Housing Ready" program. Housing North was formed in 2018 to address the barriers to housing in our 10-county region through effective communications policy and supporting increased capacity. The "Housing Ready" program is designed to bring boots on the ground to Leelanau communities and townships to support their housing goals and help them become Housing Ready. The Housing Ready program follows the funding and partnership model of economic development organizations, which provide collaboratively funded, external staff to support local and county goals around economic development. This model is currently being explored and implemented throughout three counties in Northwest Michigan, with support from community foundations, units of government and other economic development partners.

We are requesting funds to support a full-time position in Leelanau County for 3 years. We are presenting this information to all Townships and Villages in Leelanau County with the goal to fund this position by Spring of 2022. We hope you will consider the proposal to support a Housing Ready Program staff person in Leelanau County. ***We also welcome a time to meet with your Township Board and will be in touch to schedule a time to present during your regular meeting agenda.***

Thank you for your consideration.
Sincerely,

A handwritten signature in cursive script, appearing to read "Yarrow Brown", is placed below the text "Sincerely,".

Yarrow Brown, Executive Director, Housing North

Creating pathways and partnerships for housing in Northwest Michigan.

PO BOX 1434 | TRAVERSE CITY, MICHIGAN 49685 | 231-335-1685 | info@housingnorth.org

housingnorth.org



Proposal for a Leelanau County Housing Ready Program Director

Housing North and Leelanau Housing Action Committee

Invitation

Housing North invites units of government and other interested organizations to consider an investment to catalyze funding for a Housing Ready Program Director to work in Leelanau County by early 2022. We seek a pledge from your organization for three years towards funding for a Leelanau County Housing Ready Program Director hosted by Housing North. The total needed to fundraise for a full-time position for three years is roughly \$90-\$100K/year. We are seeking commitments from the Grand Traverse Regional Community Foundation as well as other area foundations and were recently awarded \$30,000 from the Leelanau Township Foundation to begin this effort. The goal is to have 50% of the position funded by the units of government and 50% funded by philanthropy. (Note: for Units of Governments this would be a contract for services with Housing North).

Challenge & Opportunity

It is well known that there is a significant housing affordability crisis in Leelanau County and throughout NW Michigan. Housing shortages affect area residents at all income levels but are particularly acute for low to middle-income employees of schools, businesses, nonprofit organizations, healthcare systems, skilled manufacturing, and local governments. The lack of affordable housing forces our core workforce outside our population centers, putting them at risk for transportation issues and reducing their ability to engage in the communities in which they work. Housing shortages are among the most significant constraints to hiring and retaining employees.

Housing North is working with partners in Leelanau County to identify ways to address this housing crisis and, collectively, make progress on this issue through a Housing Ready Program. This involves placing staff on the ground in the community focused on all things housing. The Program Director will be a principal agent that helps advance the mission and goals for housing to be determined by Leelanau Housing Action Committee, the County, Townships and Villages in Leelanau County with support through Housing North.

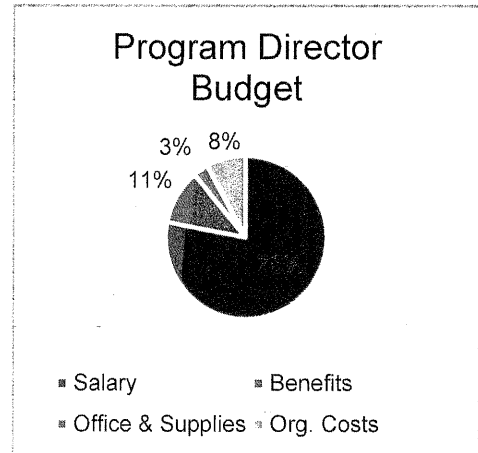
Momentum for the Housing Ready Program has been very encouraging as evidenced by the progress made in year one in Charlevoix County (2020), and the fact that an Emmet County position is starting in December of 2021. We are already seeing results of this program and

position in Charlevoix County (see enclosed handout) and are 80% of the way to having a position funded in Manistee County.

Closing

Housing North is seeking funding pledges from local governments (see note above), and community organizations in Leelanau County to fund a Housing Ready Program Director. **We are asking each partner who wants to participate to commit to a specific amount for three years.** Housing North will contract with each unit entity that contributes to make this position possible. We have a goal of hiring a full time Program Director for three years starting in 2022.

Thank you for considering support for our Housing Ready Program and making measurable progress in tackling affordable workforce housing for our region. We believe a pledge from your organization will send a strong message to our region and partners that our community is nimble and ready to provide strategic leadership and funding to address the most paralyzing issue facing our region.



The following is a list of opportunities for the Program Director to focus on in Leelanau County:

Finance and Project Support

- Develop an active network of developers, builders, nonprofits, governmental bodies (e.g., Leelanau County Land Bank and Brownfield Redevelopment Authorities), and others to identify potential projects and break down the barriers in order to bring those projects to fruition.
- Develop and keep up-to-date a database of potential development sites.
- Provide assistance to developers and development partners, including public officials, lenders, investors, and nonprofits, in planning, funding, and advocating for housing development that meets local goals with activities including:
 - Identify funding needed to complement developer and other financing in order to achieve affordability goals for target households;
 - Identify potential sources (including Federal, State, regional and local) to meet these needs and work with project partners and other Partnership members to develop funding proposals;
 - Conduct third-party site plan reviews and/or financial reviews of major development proposals on behalf of HAC to assist with financial need or local

development support in the form of tax abatement, infrastructure investments, or related opportunities for public-private partnerships;

- Work with partners to create and support new local and/or regional affordable housing financing vehicles; and
- Ultimately help to close deals and bring attainable housing projects of various scales to fruition.

Leadership and Representation

- Represent and/or work closely with Housing North and HAC as a spokesperson for efforts to increase affordable housing in Leelanau County. This includes the ability to speak publicly to groups and organizations, and comfortably advocate for projects.
- Develop and maintain strong working relationships with local government officials, developers, lenders, investors, businesses, and nonprofit organizations in the County.
- Liaise with Housing North and other local and regional affordable housing groups to identify opportunities to collaborate, bring to Leelanau County relevant experiences and ideas being considered elsewhere in the region, and tap regional resources that could support and benefit the HAC activities in Leelanau County.
- Collaborate with local, regional, and statewide nonprofits seeking to build, finance, and market affordable housing within Leelanau County.
- Facilitate the development of innovative local policy-based programs, such as deed restrictions that limit occupancy to year-round residents, to help address drivers of the current shortage of affordable housing.
- Recruit, motivate, and support volunteers and their respective committees, including the Partnership.
- Assist local units of government on policy development, possible zoning changes, and other initiatives that support the development of attainable housing.

Elmwood Township Fire and Rescue Department

MEMORANDUM

To: Township Board of Trustees, Charter Township of Elmwood
From: K. Tampa, Fire Chief
Date: January 4, 2022
Re: **Purchase of Cloud-based Scheduling and Training Programs**

Cloud-Based Scheduling

I am requesting approval to purchase a cloud-based (online) scheduling program for the fire department.

The current system is no longer efficient or responsive enough for our operations. Currently we schedule and track full-time employee hours using a dry erase board, paper-based time off requests, and a spreadsheet. EFD employees complete paper time sheets that require calculation and review by myself prior to submittal to the Clerk. This system has become clumsy and lacks responsiveness and reporting capabilities. Documentation that is helpful when dealing with overtime, leave accrual, and staff availability. In addition, call back and coverage requests are time consuming, requiring phone calls, text messaging, and estimates on personnel availability.

Myself, along with Lt. VanderRoest, have been looking at programs used by other local departments that would improve efficiency, standardize processes, and provide real-time reporting. We examined programs that both the user and administrator would find easy to use and understand, and that could provide real-time schedule updates and readily broadcast coverage needs. While most systems seem to cover the basics, it often came down to the user and administrator interface, how easily the user could navigate, interact with and interpret information. This narrowed our search to Vector Scheduling (formerly CrewSense) and Aladtec. Both of which are being used successfully by multiple agencies in the area.

The cost of the programs ranges from \$1600 to \$3000 annually. At this time, I am waiting on answers to questions that may increase the lower end cost and/or provide value to the upper end.

In addition, the cost for this program was not budgeted in the 2022 fire department budget. I am therefore requesting funds from the Township's fire fund balance to support the initial investment, with any annual costs added to the fire department's budget going forward. The fire department ended 2021 with a budget surplus which should prevent this investment from having a negative impact the current fire budget and fund needs of 2022.

Cloud-Based Training

I am also seeking support and expense approval to spend up to \$2500 from the Township's fire fund towards an online training platform for both fire and EMS personnel.

The fire department has had difficulties with providing consistent fire and EMS training for personnel. Time and staffing appear to be the two greatest hurdles. Time is needed to create, communicate, and document the trainings and is impacted when staffing levels are reduced. Trainings are often left to the shift lieutenant or are created and presented by other officers, lacking

consistency and uniform documentation. Trainings are transferred to an existing older database that is no longer supported.

In addition to the issues above, the State of Michigan will start requiring firefighters to obtain continuing education units (CEUs) starting October 2022, much like state licensed medical providers (MFRs, EMTs, etc.). This will require that EFD ensures its firefighters, as well as medical providers, meet current CEU requirements. Generally, these CEUs will be easy for full-time employees to meet, while part-time or paid-on-call personnel may find it more difficult.

Online training platforms have become normal fare across the region to combat the issues mentioned above. They commonly provide packaged training, tracking and credentialing systems, and reporting options. Some programs also provide training customization, allowing a department to use the platform to create and input their own trainings. Most offer trainings covering a variety of fire, EMS, OSHA, and other topics, including accredited CEUs for EMS providers. We have reviewed two of the most prominent platforms: VectorSolutions, and FireRescue1 Academy. Both are used by other fire departments in the region and are familiar to some of our current staff.

Though research continues on which online training program would best fit EFD, those currently under review may cost up to \$2500 for the first year, which includes initial set up. Costs thereafter are approximately \$2000 annually.

Similar to the online scheduling platform, this also was not included in the fire department's 2022 budget. But again, the surplus from 2021 transferred to the fire fund should minimize any impact to the current budget.

Summary

Maintaining a real-time schedule, tracking overtime and time off have become inefficient and the information is not readily available for decision making needs. Tracking of training is inefficient and lacks uniform documentation. Training, while conducted, lacks consistency in delivery, and support for continuing education units. EFD is looking to benefit from the use of online scheduling and training platforms. Preliminary research has shown that both online scheduling and training are likely to improve department operations.

I am currently waiting on answers to a few questions related to both products. Regardless, I expect to use one or a combination of the above-mentioned platforms. Neither project, online scheduling or training, was included in the 2022 fire budget. I am therefore seeking Township Board support and approval to set aside \$5500 from the fire fund to initially fund both projects. This amount will cover the final cost of both online programs, regardless of which one is chosen.

Roll out of both would be expected to occur later this month.

Please contact me with any questions. Thank you.

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____ Charter Township of Elmwood
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employees, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Supervisor _____

Clerk _____

Township Engineer _____

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____ Board of Trustees _____

(Name of Board, etc.)

of the _____ Charter Township of Elmwood _____ of _____ Leelanau County _____

(Name of MUNICIPALITY)

(County)

at a _____ Regular _____ meeting held on the _____ 10th _____ day

of _____ January _____ A.D. _____ 2022 _____.

Signed

Clerk _____

Title

Connie Preston _____

Print Signed Name

Supervisor's Comments

1/10/2022

1. Leelanau County has gotten bids back and is installing more cameras at the Elmwood Recycling site. The amount of non-recyclable materials left at the site has continued to be an issue. The County plans to start writing tickets to people who leave stuff on the ground and sidewalks.
2. I've been walking Cedar Creek and I'm pleased to say the family of beavers that were creating issues last year have apparently moved on.
3. Leonard Clark, a former Elmwood Township Fireman, passed away at the end of December. On behalf of all of us in Elmwood Township, his services were greatly appreciated, and our condolences to his family.
4. Work was completed at the Marina Village Sewer Lift Station. You may recall we voted to accept the bid back in July. An expense, but necessary repair.
5. Hoping for a healthy 2022 for everyone!
6. We are finally moving forward on the water rate study that John Divosso discussed with the Board back in November of 2020. It will be an in depth study that will help us set rates that will allow us to maintain the system and plan for future expenses.

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 01/04/2022

Time: 3:49 pm

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ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BECKETT & RAEDER	B017	PLANNING SERVICES	0	00/00/0000	350.00
				Vendor Total:	350.00
ELECTION SOURCE	E022	BLANK FORMS	0	00/00/0000	17.95
				Vendor Total:	17.95
ENVIRONMENT ARCHITECTS	E083	HALL ADDITION	0	00/00/0000	22,456.00
				Vendor Total:	22,456.00
GRAND TRAVERSE COUNTY	G200	ELMWOOD GREILICKVILLE WATER/ <i>Sewer</i>	0	00/00/0000	28,503.51
				Vendor Total:	28,503.51
HURON TACKLE CO	H076	FISH BYPRODUCT REMOVAL	0	00/00/0000	800.00
				Vendor Total:	800.00
BARBARA JONES	J042	ASSESSOR CERTIFICATION REIMBUR	0	00/00/0000	175.00
				Vendor Total:	175.00
NETLINK	M185	TECH SUPPORT	0	00/00/0000	10.00
				Vendor Total:	10.00
PITNEY BOWES GLOBAL FINANCIAL	P030	ACCT#0012923889	0	00/00/0000	502.35
				Vendor Total:	502.35
PRINTING SYSTEMS INC.	P045	ACCT2495/ TAX FORMS	0	00/00/0000	76.20
				Vendor Total:	76.20
TOP LINE ELECTRIC	T205	CONNECT HEAT TAPE/FIRE STATION	0	00/00/0000	73,067.51
				Vendor Total:	73,067.51
VERIZON WIRELESS	V014	ACCT#682962913-0001	0	00/00/0000	60.49
				Vendor Total:	60.49
WADE TRIM	W107	MISC	0	00/00/0000	1,843.26
				Vendor Total:	1,843.26
WINDEMULLER	W024	INSTALL 2 MOTORS/MARINA	0	00/00/0000	160.00
				Vendor Total:	160.00
				Grand Total:	128,072.27
				Less Credit Memos:	-50.00
				Net Total:	128,022.27
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	128,022.27
	Total Invoices:	17			