

Treasurer's Report reflects
bank account balances

Treasurer's Report

MAY 2022

#101 General Fund	General Fund Huntington			
#203 Metro Authority	Huntington Bank			
#206 Fire Fund	Huntington Bank			
#207 Police	Huntington Bank			
#590 Sewer CD Mat May 2018	Sewer Huntington			
#591 Timberlee H20	Huntington Bank			
#592 Greilickville H20	Huntington Bank			
#594 Marina	Marina Huntington			
#701 Trust & Agency	Huntington Bank			
#703 Current Tax	Huntington Bank			
#815 E. Timberwoods	Huntington Bank			
#816 GSAD Receivable	Savings Huntington			
#817 SBlue & Old Orch	Huntington Bank			
#818 Old Orchard	Huntington Bank			
#820 Maintenance E.R. Rds	Huntington Bank			
#821 Maintenance S.B. Rds	Huntington Bank			
#861 BayView Estates Lights	Huntington Bank			

TOTAL \$ 3,146,754.56

INVESTMENT ACCOUNTS CD's	PURCHASED AMOUNT	PRIOR MONTH VALUE	CURRENT VALUE	EST MONTHLY INT	PAID INTEREST
#101 Goldman Sachs	\$200,000.00		\$ 200,000.00		
#101 SYNCHRONY BK	\$202,000.00		\$ 196,640.94	-\$ 5,359.06	
#101 FIDELITY GOV MMKT DAILY			\$ 2,385.65	\$ 2,385.65	\$2,385.65
#590 Ally Bank	\$250,000.00		\$ 250,000.00	\$ 0.00	
#590 Morgan Stanley	\$150,000.00		\$ 150,619.50	\$ 619.50	
#590 Flagstar Bank	\$250,000.00		\$ 244,810.00	-\$ 5,190.00	
#590 BMW BK	\$131,000.00		\$ 127,524.57	-\$ 3,475.43	
BOND INTEREST			\$ 5,789.87	\$ 6,210.01	\$ 420.14
#594 Dreyfus MMKT	\$ 150,000.00		\$ 157,000.00		
#594 UBS Bank	\$ 250,000.00		\$ 244,725.00	-\$ 5,275.00	
BOND INTEREST			\$ 716.92	\$ 716.92	\$716.92

\$1,583,000.00

TOTAL

\$ 1,580,632.59

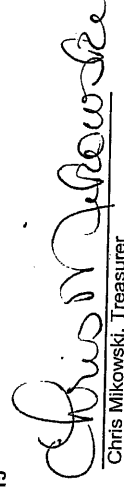
-\$ 15,157.28

\$3,522.71

GRAND TOTAL

\$ 4,727,387.15

Connie M. Preston, Clerk


Chris Mikowski, Treasurer

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

RE: May 2022 Planning and Zoning Report

PERMITS:	5/2022	4/2021	YTD 2022	YTD 2021
Single Family Dwelling	6	3	12	10
Attached SFD	0	0	0	0
Accessory Building	3	1	5	8
AG Building	0	0	0	0
Residential Addition	0	3	2	3
Deck	2	1	4	5
Sign	2	0	3	0
Commercial	0	0	2	0
Misc.	1	1	8	2
Total Permits	14	9	36	28
Fees Collected	\$1,555.40	\$677.48	\$2,783.92	\$1,903.14

Zoning Board of Appeals:

Past Meetings – May 4, 2022 - Cases #2022-02 & 2022-03 Request by Erik Grruber and Chris Millward for a 30 foot front yard setback variance request to allow parking within the 30' front yard setback and variance request to reduce the parking ratio for business and professional offices within the NC zoning district from 1 space per 200 sf to 1 space per 270 sf. Granted.

May 18, 2022 – Case #2022-04 Request by Justin Slagal at 9320 E Cherry Bend, Parcel #45-004-020-024-00 for a 22 foot front yard setback variance to replace an existing dwelling with a new dwelling in the Agricultural-Rural Zoning District and Case #2022-05 Request by Thrastos Eftaxiadis and Debra VanLeen at 10321 S Endres Hill Court, Parcel #45-004-018-001-80 for a 22 foot front yard setback variance for solar panels. Granted.

Future Meetings – No June meeting. July 6, 2022 – Cases #2022-06 Request by Donald Beem at 9560 E Harbor Hills Dr, Parcel #45-004-570-049-00 for a 11.3' foot rear yard setback variance to replace a deck and Case #2022-07 Request by Chet and Jane Janik at 10706 S Blue Ridge Dr, Parcel #45-004-240-015-00 for a 9-foot side yard setback variance for 14' x 28' storage building.

Planning Commission:

Past Meetings

May 5th (Workshop)

- Review of regulations (OML, Commission Bylaws, etc.)
- Examination of Ordinance and potential amendments regarding:
 - Density / Housing / Zoning District Requirements
 - Right to Farm Act / Zoning and Planning for Agriculture
 - Uses and their requirements / Zoning Districts

May 18th

- INTRODUCTION SU/SPR 2022-03, Heritage Sustainable Energy Utility Scale Solar Array Parcel IDs #45-004-031-034-30 and #45-004-136-015-00 (8109 and 7827 E Traverse Highway).
Scheduled for public hearing on 6/21.

- SPR 2022-02, Proposed Mixed Use Development by Keith Staples, located at 12868 and 12848 S West-Bay Shore Drive and 10702 and 10700 E Cherry Bend Road (Parcel Numbers 45-004-028-105-00, 45-004-028-107-10, 45-004-028-108-00, 45-004-028-109-00). Approved with conditions.
- Food trucks. Heavy agenda, so only brief discussion by Commission. Asked ZA to provide further text from neighboring municipalities and to place on next agenda.

Future Meeting – 6/21 – agenda not yet set, but will include a minimum of:

- Extension request for Socks residential development (SPR)
- Public Hearing on above referenced solar array
- Food Trucks

Office Updates:

- Continues with Parks & Rec on 5-year update to the Parks & Rec Plan – next meeting 6/8. Will be including a survey in the tax bill mailing.
- Food Trucks. Discussion is still before the Planning Commission. ZA has been examining regulations of nearby (and afar) municipalities and virtually attending MSU's 'how to start a food truck business' course. Further discussion will occur on 6/21.
- Waterways Grant. ZA received email relaying Township received \$600,000 grant for Marina Phase 3b (Boater's Bath Construction); will include substantial Twp match (\$2mil). Agreement has not yet been received, but suspect it to be forthcoming. This builds on previous grants to improve the Marina. Open Grants include engineering grant for Phase III (which will be extended) and Phase 3a (Seawalls and existing building demo (\$378,000 from both state and twp))
- STRs. As of 6/7, please note the following:
 - 86 licenses have been issued to complete applications;
 - 1 application has formally been withdrawn;
 - 1 application was informally denied (Masonic Lodge, which has since applied/received Site Plan Review for a Motel);
 - 2 applications were deemed incomplete in November, the owners were notified, and information showing that the properties can comply with the Licensing Ordinance has not yet been submitted;
 - 1 application received in April that is incomplete; owner has not yet provided additional required information.
 - ZA continues to work with Host Compliance on monitoring and getting the 24/7 hotline up. All but one remaining change request has been completed by Host Compliance. Hotline should be forthcoming.

Elmwood Township Fire and Rescue Department

Fire Department Monthly Report – May 2022

From: Keith Tampa, Fire Chief

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

Total Calls for the Month:

63

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

• Fire Incidents:	4
○ 1 Cooking fire, confined to container	
○ 1 Forest, woods, or wildland fire	
○ 2 Grass fire	
• Overpressure Rupture, Explosion, Overheat (no fire):	0
• Rescue & EMS Incidents:	40
○ 37 EMS calls	
○ 2 Motor vehicle accident with injuries	
○ 1 Watercraft rescue	
• Hazard Condition (No Fire):	2
○ 1 Tree obstructing roadway	
○ 1 Gas leak	
• Service Calls:	8
○ 5 Lift assists	
○ 2 Unauthorized burning	
○ 1 Cover assignment, standby, move-up	
• Good Intent Call:	6
○ 1 Non-power line down (no hazard)	
○ 2 Dispatched and cancelled enroute – Auto/Mut. Aid	
○ 3 Authorized controlled burning	
• False Alarm/False Calls	3
○ 1 Medical alarm – Unintentional transmission	
○ 1 Smoke detector activation, no fire – unintentional	
○ 1 Alarm system activation, no fire	
• Severe Weather	0
➤ No EFD Resource (Non-NFIRS category)	0
<i>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.</i>	
➤ Overlapping Incident(s) (Non-NFIRS category)	3

Mutual Aid – Given / Received

Type of Aid	Incidents	Departments
Received	1	Suttons Bay Bingham FD (Grass fire)
	1	Suttons Bay Bingham FD, Leland Twp FD (Motor vehicle crash)
	1	Traverse City FD (Gas leak – residence)
	1	Suttons Bay Bingham FD (Sinking boat)
Given	2	Cedar Area FD, Peninsula Twp FD (Grass fires)
	1	MABAS (Cover assignment – tornado response)

General Updates

ADMINISTRATION / OPERATIONS

• General Run Information.

There was an increase of 43% in run volume from 2021 (2021=44 calls). EMS incidents and Good Intent calls represented the largest growth. This run volume is on par with May of 2020 (60 calls).

- Mutual Aid Assistance. Several requests for mutual or automatic aid occurred throughout the month. EFD was cancelled on two (2) requests and provided resources on four (4). In turn, EFD received resources from our neighbors on three (3) separate incidents. The amount and frequency of aid was higher than typically experienced.
- Motor Vehicle Crashes (MVCs). EFD responded to a double fatal MVC. Crews were on scene for several hours to support the investigation and recovery efforts. Cherry Bend Road was closed during this time and traffic rerouted by the Leelanau County Road Commission.
- MABAS Deployment – Gaylord Tornado. EFD assisted with the MABAS response to Gaylord where a tornado touched down and did significant damage. EFD was able to provide two (2) personnel (not including backfill) and was ready to support with an additional engine. Responding staff were part of an Engine Strike Team that served dual roles. Part of the team assisted with search and recovery while other units were assigned to 911 response.
- Personnel.
 - Full-Time Firefighter/EMT. The full-time firefighter/EMT position is open and applications are being accepted. The posting will close June 10th.

APPARATUS AND EQUIPMENT

- Apparatus
 - Engine 111. Allied Fire will be up the second week of June to inspect the engine for issues related to the safety recall noted last month. The expense of the inspection and any needed repair are covered by the chassis manufacturer, Spartan.
 - Engine 112. Halt Fire continues to have difficulties with our engine, delaying its return. Pierce Manufacturing has been contacted directly and is looking into the matter.
 - Allied Fire. Allied Fire is schedule to complete semi-annual maintenance on the fleet the second week in June.
- Equipment
 - Nothing to report.

FACILITIES AND GROUNDS

- Roof Shingles. Missing shingles have been replaced.
- EMS Cabinets. The new supply cabinets have arrived and have been installed.
- Washer and Dryer. A new washer and dryer have been purchased to replace our existing set.

PUBLIC EDUCATION AND RELATIONS

- Reviews / Inspections
 - Harborview 22 (Staples Mixed Use Development). A review was provided to the Planning Commission on this “residential-over-commercial” development to be located across from CenterPointe.
- Fire Prevention
 - Smoke Alarm “Blitz”. Unfortunately, this was cancelled due to staffing and local resources, including the Red Cross, being deployed to Gaylord. This event fell on the Saturday following the tornado strike.

TRAININGS

- Fire Suppression – Initial Attack Drills
- NY Hooks – Forcible entry/Roof work
- 181 Operations and Pumping
- TXA - Traumatic Bleeding and EMS
- Drain the Bay – Suttons Bay. Hose line advancement and water supply
- Leelanau County HazMat Exercise – Leelanau Fruit Tabletop.
- Rope Rigging/Rescue Skills

MEETINGS ATTENDED

- Elmwood Township Board Regular General Meeting
- Elmwood Township Planning Commission Workshop Session
- Elmwood Township Planning Commission
- EFD Officers' Meeting
- LC Fire Chiefs' Association Meeting.



Elmwood Township Marina

231-946-5463

elmwoodmarina@gmail.com

10090 E Lincoln Road Traverse City MI 49684

Harbormaster's Report

June 2022

Marina operations at a glance- We have hired a good crew with a great mix of talent and ability. Training on safety, operations and customer service remains at to forefront of our staff. At the top of our mission is being ambassadors for Elmwood Township.

The launch docks have been repaired and restoration of landscaping will be done soon. We have been replacing wood chips with stone as a permanent solution to erosion from storms and wind.

I am anticipating a huge influx for the Cherry Festival. Our staff should be as ready as we can be but the sheer numbers will be overwhelming. It will be good to finish and build our offsite parking in Brewery Creek. This will be of great relief when done.

The alewives population as you have heard is dying off generationally and will continue for the next few years. We had thousands of them inside the harbor at the marina and washing up on our boat launch. We filled several barrels in the freezer but the smell, even though freezing was prohibitive so we have had to stop. The worst seems to be over and the amount of fish in-harbor has greatly diminished. I look forward to a new generation of salmon to offset the increased number of these invasive species.

The Marina Committee has determined that the marina boat needs to be replaced. I have been getting bids from specialized manufacturers who make utility boats that have priced in the \$70,000. range for a 20' boat. I would be happy with another used Boston Whaler 15-17' with a 60hp motor. We need a budget for this.

The waitlist is quite long in the 225 range with a 5 year wait for slips. GT Bay could really benefit from expansions of existing and additions of new marinas.

Respectfully Submitted,

Peter J Moon Harbormaster

Elmwood Township Marina

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
MAY 9, 2022
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, Jim O'Rourke, Deborah Allen, Dave Darga and Terry Lautner

Excused: Chris Mikowski

Declaration of Conflict of Interest:

None

Public Comment

Deb Beaton, Pat Slaven, Joellen Kaiser, Willow Myles-Nuffer, Peter Wiley, Robert Sokolnicki, and Chris Kaiser

Consent Calendar:

Department Reports:

Treasurer

Planning/Zoning

Fire

Harbormaster

Committee Reports:

Parks & Rec

4-13-22

Minutes:

4-11-22

Post Audit Invoices 4-15-22 through 5-7-22

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

Agenda Approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS AMENDED BY ADDING F. MISSION BLUES LIFEJACKET LIBRARY, G. TC WHISKEY LETTER OF SUPPORT, H. DINGHY DOCK, AND I. BUILDING AND GROUNDS TRUCK REQUEST. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report.

Trustee Remarks

Trustee Allen thanked Supervisor Shaw and Planner Sarah Clarren for their help and support with the Parks and Recreation Plan Update. Residents should see a survey regarding that plan coming out with the July tax bill.

Engineer's Report

None

Other Officer Remarks

Chuck Raney from Buildings and Grounds updated the Board on the need to replace the irrigation system around the township hall and the possibility of replacing the wood on the Greilickville Harbor Park viewing platform with composite.

Communications from the Clerk

Clerk Preston distributed the revenue/expenditure report dated April 30.

OLD BUSINESS

None

NEW BUSINESS

Timberlee Water Upgrade Discussion

Engineer Ken Schwerdt and GT County DPW Manager John DeVozzo presented 3 options for upgrading the system to satisfy EGLE requirements. Option 1 is to replace the pneumatic tank which would cost around \$500,000.00 and would not increase the number of users. Option 2 would include a storage tank and cost \$1.5 million. Option 3 would include fire protection but would require replacing all pipe and could cost between 4-5 million. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO HAVE THE ENGINEERS SEEK BIDS TO REPLACE THE TANK. The motion passed 5-1 by a voice vote with Clerk Preston voting no.

Consideration of STR Ordinance Amendment/Resolution Setting Number of Licenses

Planner Sarah Clarren explained that the amendment is the same as introduced last month. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT ORDINANCE NO. 2022-3 TO AMEND ELMWOOD CHARTER TOWNSHIP'S STR LICENSING ORDINANCE. SAID AMENDMENT AMENDS SECTION 6A, PARKING, SECTION 6, NO PRIOR SUSPENSIONS OR REVOCATIONS, SECTION 7B, LICENSE TRANSFERABILITY, SECTION 8, LIMITATIONS ON LICENSES, SECTION 9, LANGUAGE CLARIFICATION, SECTION 9A, SUSPENSION AND REVOCATION OF LICENSE, SECTION 10B, PENALTIES AND VIOLATIONS OF THE ELMWOOD CHARTER TOWNSHIP SHORT TERM RENTAL LICENSING ORDINANCE (ORDINANCE NO. 2021-02). The motion passed unanimously by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 4 OF 2022 SETTING THE NUMBER OF LICENSES AT 88. A roll call vote yielded ayes from Preston, Darga, and Allen, and nays from O'Rourke, Lautner, and Shaw. The motion failed.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE O'ROURKE TO ADOPT RESOLUTION 4 OF 2022 SETTING THE NUMBER OF LICENSES AT 93. A roll call vote yielded ayes from Lautner, Allen, O'Rourke, and Shaw and nays from Preston and Darga. The motion passed 4-2.

Fire Millage Renewal Ballot Language

Chief Tampa explained that the Public Safety Committee met and settled on 2.6 mills over 4 years. It relies on EMS revenues for a buffer. They also suggested \$200,000.00 from the

general fund to the fire fund. Clerk Preston added that the numbers were based on a 10% increase in costs for next year. This does not pay for new equipment but the Board could look at transferring some funds for capital purchases for the Fire Department which could be discussed further at the upcoming special meeting. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE O'ROURKE TO APPROVE THE 2.6 MILLS BALLOT LANGUAGE REQUEST FOR THE AUGUST BALLOT. The motion passed unanimously by a voice vote.

CHARTER TOWNSHIP OF ELMWOOD

Proposal For Fire and EMS Millage

This proposal will permit the Township to levy up to 2.6 mills for the purpose of providing funds to supplement the Township Fire Department's annual personnel, training, equipment, operations, and maintenance costs, including its emergency medical services.

Shall the limitation on the amount of taxes which shall be imposed on taxable property in the Charter Township of Elmwood, County of Leelanau, State of Michigan be increased by up to 2.6 mills (\$2.60 per \$1,000 of taxable value) for a period of four (4) years, 2022 through 2025, inclusive, for the purpose of providing funds to supplement the Township Fire Department's annual personnel, training, equipment, operations, and maintenance costs; thereby allowing it to continue to provide emergency fire and medical operations 24 hours a day, 7 days a week, and shall the Elmwood Township Board be authorized to levy such millage for these purposes? If approved and levied in its entirety, this millage would raise an estimated \$1,013,505.00 for the Township when first levied in 2022.

YES ()

NO ()

Insurance Renewal

Trustee O'Rourke noted that the list of autos was not accurate and the agent needs to be contacted to correct the list.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO RENEW THE INSURANCE WITH MUNICIPAL UNDERWRITERS OF MICHIGAN. The motion passed unanimously by a voice vote.

ARPA FUNDS DISCUSSION/CONSIDER SPECIAL MEETING

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE ALLEN TO SCHEDULE A SPECIAL MEETING FOR MAY 23, 2022 AT 6:00 P.M. TO DISCUSS THE USE OF THE ARPA FUNDS AND THE GENERAL FUND FUNDBALANCE. Motion passed unanimously by a voice vote.

Mission Blues Lifejacket Library

Willow Myles Nuffer of Mission Blues, a 501(c)(3) organization, presented the offer to install, at no cost to the Township, a stand with life jackets available for children to use at our park. The Township Board concurred that this could be allowed but would like to see the design of the signage on the stand prior to installation. It should also be reviewed by our township attorney for any liability issues.

TC Whiskey Letter of Support

Peter Wiley, on behalf of TC Whiskey, requested a letter from the Board to the MEDC in support of TC Whiskey's project. The letter of support is needed for TC Whiskey to apply for grants from the MEDC. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO AUTHORIZE SUPERVISOR SHAW TO SEND A LETTER OF SUPPORT. The motion passed unanimously by a voice vote.

Dinghy Dock

There was Board consensus to have the Marina Committee look at the possibility of installing a dinghy dock.

Building and Grounds Truck Request

There was Board consensus to have Supervisor Shaw and Chuck Raney start looking for a truck for plowing and buildings and grounds use.

PAYMENT OF INVOICES

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE ALLEN TO PAY THE INVOICES IN THE AMOUNT OF \$177,240.46. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

Keith Tampa

Adjournment

Supervisor Shaw adjourned the meeting at 7:51 p.m.

**CHARTER TOWNSHIP OF ELMWOOD
SPECIAL BOARD MEETING
MAY 23, 2022
IN THE TOWNSHIP HALL**

Call to Order:

Supervisor Shaw called the meeting to order at 6:01 p.m.

Pledge of Allegiance:

Supervisor Shaw led the Pledge of Allegiance.

Roll Call:

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

Excused: None

Declaration of Conflict of Interest:

None

Public Comment

None

Agenda Approval

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS AMENDED BY ADDING 7e., APPOINTMENTS TO COMMISSIONS AND COMMITTEES. The motion passed unanimously by a voice vote.

NEW BUSINESS

Discuss Use of SLFRF and Fund Balances of General and Fire Funds

The Board briefly discussed the use of the funds. It was noted that the Board has until 2024 to assign projects for the funds. There was consensus to move onto to the other agenda items.

Consider Change Orders to the Township Hall and Park Pavilion Upgrades

Supervisor Shaw presented a change order for connecting the sidewalk in front of the township hall to the fire station in the amount of \$7813.00. There was no support for the change order.

The second proposal was for 6 drinking fountains with installation in the amount of \$54,710.00. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE ALLEN TO AUTHORIZE ONE DRINKING FOUNTAIN WITH INSTALLATION AT THE PAVILION BEING RENOVATED. The motion passed unanimously by a voice vote. Super Shaw will seek more quotes for the other drinking fountains.

The proposal for a bike rack on a cement slab at the township hall was then considered. MOTION BY TRUSTEE ALLEN, SECONDED BY CLERK PRESTON TO APPROVE \$2500.00 FOR THE BIKE RACK AND SLAB. Motion passed unanimously by a voice vote.

Consider the Purchase of a Truck for Buildings and Grounds

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE DARGA TO AUTHORIZE THE SUPERVISOR TO PURCHASE THE TRUCK IN THE AMOUNT OF \$47,438.00. Motion passed unanimously by a voice vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE O'ROURKE TO AMEND THE PARK BUDGET/EQUIPMENT BY INCREASING TO \$50,000.00. The motion passed unanimously by a voice vote.

Consider Contract for Preliminary Design and Cost Estimates for Sidewalks Along Cherry Bend Road

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE DARGA TO APPROVE THE \$3300.00 FOR THE CHERRY BEND SIDEWALK PRELIMINARY DESIGN TO BE PAID FOR BY THE METRO FUND. The motion passed by a roll call vote with Ayes from Mikowski, Lautner, Allen, Preston, Darga, and Shaw and Nay from O'Rourke

APPOINTMENTS TO COMMISSIONS AND COMMITTEES

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE O'ROURKE TO APPROVE THE FOLLOWING APPOINTMENTS PRESENTED BY SUPERVISOR SHAW:

1. Fernando Meza to the Parks and Recreation Committee, 2 year term, June 8, 2022 – June 7, 2024.
2. Scott Hermann to the Marina Committee, 2 year term, May 19, 2022 – May 18, 2024.
3. Rick Bechtold to the Planning Commission, 3 year term, June 1, 2022 – May 31, 2025.
4. Randy Baidas, alternate on the Zoning Board of Appeals, 3 year term, Jan 1, 2022 – December 31, 2024.
5. Kendra Luta to the Planning Commission, 3 year term, June 22, 2022 – June 21, 2025.
6. Ed Basile to the Parks and Recreation Committee, 2 year term, June 1, 2022 – May 31, 2024.
7. Noel Flohe to the Parks and Recreation Committee, 2 year term, April 1, 2022 – March 31, 2024.
8. Nathan McDonald to the Planning Commission, 3 year term, June 22, 2022 – June 21, 2025
9. Appoint Captain Brian Smith to the Marina Committee, 2 year term, May 19, 2022 – May 18, 2024.

The motion passed unanimously by a voice vote.

Continued SLFRF Discussion

The Board returned to further discussion of the use of the SLFRF. Preliminary ideas included the following options: 2nd ambulance, Cherry Bend sidewalks, accessible playground equipment improvements for Cherry Bend park, skating rink, Brewery Creek parking and TART Trail access and bathroom, further seawall repair, drinking fountains, generator for the township hall, and security improvements at the township hall.

PUBLIC COMMENT

None

Adjournment

Supervisor Shaw adjourned the meeting at 7:12 p.m.

Check Register Report

Date: 06/07/2022

Time: 11:06 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
36505	05/24/2022	Printed			B026	BISHOP GMC, INC.	2022 GMC SIERRA	47,438.00
36509	05/27/2022	Printed			1602	PAIGE ANTON	PAVILION DEPOSIT REFUND	50.00
36510	05/27/2022	Printed			325	HOLLY BEHRENS	PAVILION DEPOSIT REFUND	50.00
36511	05/27/2022	Printed			B111	BLUECROSS BLUESHIELD OF GROUP 007015150 MI		458.22
36512	05/27/2022	Printed			C029	CHARTER COMMUNICATIONS ACCT#8245 12 895 008281		518.04
36513	05/27/2022	Printed			C010	CHERRYLAND ELECTRIC COOP ACCT#9902700		113.22
36514	05/27/2022	Printed			C093	CITY OF TRAVERSE CITY UTILITIE	ACCT#531765-118432	20.55
36515	05/27/2022	Printed			C040	CONSUMERS ENERGY	ACCT#1000 2914 1304	2,614.03
36516	05/27/2022	Printed			M020	DTE ENERGY	ACCT#9100 215 3113 2	723.55
36517	05/27/2022	Printed			E013	ELEVATE NET	MARINA VOIP	149.97
36518	05/27/2022	Printed			M008	GFL ENVIRONMENTAL	ACCT#002119662	274.35
36519	05/27/2022	Printed			G425	GUARDIAN	GROUP ID 00 357534	543.22
36520	05/27/2022	Printed			1603	MICHAEL MAITLAND	PAVILION DEPOSIT REFUND	50.00
36521	05/27/2022	Printed			1601	MORGAN FARMS COTTAGES	HALL RENTAL REFUND	100.00
36522	05/27/2022	Printed			P043	PRIORITY HEALTH	GROUP ID 790105 S001	5,230.85
36523	05/27/2022	Printed			1604	MARTINA SCHOLL-HIGH	PAVILION DEPOSIT REFUND	50.00
36524	05/27/2022	Printed			S114	STATE OF MICHIGAN	38-1942930 municipal plate	13.00
36525	05/27/2022	Printed			V023	VSP	CLIENT ID 30031936	297.59

Total Checks: 18

Checks Total (excluding void checks):

58,694.59

Total Payments: 18

Bank Total (excluding void checks):

58,694.59

Total Payments: 18

Grand Total (excluding void checks):

58,694.59

Supervisor's Report

6/13/2022

1. The new truck has arrived. We are waiting for municipal plates to arrive via US mail. Chuck is getting quotes for spray on lining, plow hookup and mounting the light.
2. It looks like the MDOT project in the corridor will be done in 2025.
3. The Greilickville Harbor Park bathrooms need to have the floors redone again. I'm going to get quotes including the company that did the epoxy on the two pavilions associated with our current remodeling project. They did a wonderful job. If you haven't checked out the epoxy floor, be sure to take a look.
4. Residents in the Woodwinds and Orchard Creek have concerns regarding the speed on Cherrybend where they cross between the two facilities. They are asking the Township to request a traffic study on Cherrybend at their location.
5. MDOT is having an open house June 14, 2022 here at the Township Hall to discuss the improvements it plans to make to the Corridor beginning April 2025 and ending November 2025.
6. I am waiting for quotes on the drinking fountains and the viewing platform at Greilickville Harbor Park.
7. TTCL will be on the Agenda in the near future to discuss upcoming changes.
8. We were awarded the Great Lakes Waterways Grant for Phase 3b of the Marina Project. Thanks to our new Planner/Zoning Administrator, Sarah Clarren and our former Planner/Zoning Administrator, Sara Kopriva!



MEMORANDUM

To: Jeff Shaw, Elmwood Charter Township Supervisor

From: Ken Schwerdt *KX*

Date: June 7, 2022

Subject: Timberlee Water System Hydropneumatic Tank Improvements Review

As requested, we reviewed the replacement of the Timberlee water system hydropneumatic tank in response to EGLE's noted concerns of the existing tank being at the end of its design life and operating above its pressure rating. Our review consisted of a site visit to assess the condition of the site and equipment as well as correspondence with tank manufacturers for cost information. The two primary solutions reviewed are replacing the tank with a modern tank with adequate pressure capacity or moving/replacing the tank to another location where the pressure is within the rated capacity.

Based on a site visit we found two potential sites for relocating the hydropneumatic tank without acquiring more property. Directly behind the existing tank is a hill side with sufficient elevation to get the tank to operate under its 100-psi pressure rating. The site of the cottonwood booster station is also high enough to get the tank under 100 psi. Both options would require site improvements including grading, clearing, building expansions and connections to the existing mains. The cost of those site work items nearly offsets the cost of replacing the tank in its current location with a new same size tank with a higher-pressure rating capable of handling the current operating pressures. Since the existing tank has exceeded its design life already, the cost a new tank in a new location is significantly more than replacing the tank in its current location.

Other items added to all options reviewed is replacing the Cottonwood Booster pumps with new pumps of the correct size and adding a soft start or VFD motor controller to the well pumps. These items will address specific EGLE system review comments as well as help to prolong the system components by reducing the start up pressure surges.

Our Preliminary Project Cost Estimate for replacing the tank in its current location is approximately \$400,000. The attached estimate shows the costs used to come to our estimated total project cost. Please note that items may be added or deleted as determined during the design phase and construction and material costs are still fluctuating.

KDS:kds

ELM200105

pw:\\wtpwint12.wadetrin.com:projectwise\Documents\Projects\ELM2001\05c\Docs\Correspondence\Timberlee Hydro Tank Replacement.docx

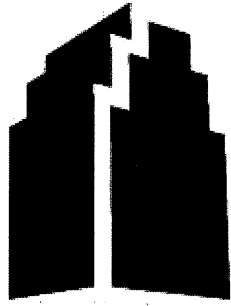


Preliminary Project Cost Estimate
Elmwood Township Timberlee Water System Improvements
Replace Existing Hydropneumatic Tank in Place

Item No.	Description	Quantity	Unit	Unit Price	Amount
1.	10% Mobilization	1	LS	\$28,000.00	\$28,000.00
2.	New 15,000 Gal Hydro. Tank	1	LS	\$150,000.00	\$150,000.00
3.	Remove Exist. Tank	1	EA	\$10,000.00	\$10,000.00
4.	Building Piping, Valves	1	LS	\$30,000.00	\$30,000.00
5.	Building Upgrades	1	LS	\$10,000.00	\$10,000.00
6.	Restoration	1	LS	\$5,000.00	\$5,000.00
7.	Well Pump Modifications/VFD	3	LS	\$15,000.00	\$45,000.00
8.	Replace Cottonwood Booster Pumps	2	LS	\$15,000.00	\$30,000.00

Subtotal \$308,000.00
10% Contingency \$30,800.00
Total Estimated Construction Cost \$338,800.00

20% Engineering \$61,600.00
Total Estimated Project Cost \$401,000.00



Eckler
Building Solutions, LLC

2240 South Airport Rd., Suite F
Traverse City, MI 49684
GENERAL CONTRACTOR
231-642-1492 (phone) 231-946-6056 (fax)

RCO #2

May 17, 2022

Attn: Ray Kendra

RE: Elmwood Township Addition & Bathroom Remodel – RCO #2

Proposal Includes:

- Remove/replace overlook decking and railing at Grelickville Park (English Walnut- AZEK)
ADD \$13,461.00

Proposal

CHARTER TOWNSHIP OF ELMWOOD
10090 EAST LINCOLN ROAD
TRAVERSE CITY, MI 49684

Re: GREILICKVILLE HARBOR PARK
DECK REPLACEMENT

The undersigned Bidder proposes and agrees, if this Proposal is accepted, to enter into an Agreement with the Charter Township of Elmwood to complete all Work as specified or indicated for the Contract Price and within the Contract Time indicated in this Bid.

In submitting this Proposal, Bidder represents, as more fully set forth in the Agreement, that;

- a) Bidder has reviewed the provided documents and has visited the site to complete measurements to familiarize himself to the site, legal and local conditions that would affect scope, cost and schedule and that the bidder has performed any independent investigations as the bidder deems necessary for preparing an accurate and complete bid. Bidder acknowledges that the supplied information is sufficient for the purpose, including any and all Addenda officially issued
- b) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any Agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

The Bidder agrees to complete the Work for the following Contract Price:

Remove and Replace Existing Decking and Railing with AZEK English Walnut, or approved equal.

TOTAL CONTRACT PRICE

\$ 12,500⁰⁰

Twelve Thousand Five Hundred + ⁰⁰/₁₀₀ (In Words) (numeric)

Bidder's Name: LTD Construction, Inc.

By:

(Signature) David C Thompson (Printed Name)

Address: 18907 Barber Rd

Lake Ann, MI 49650

Phone No.: 231-360-0205 Fax No.: NA

Email: david.thompson@charter.net

LTD

Construction Inc.

18907 Barber Rd. Lake Ann, MI 49650

231-275-7270 231-275-3287 fax

Similar Projects Completed:

LTD has been in business many years.

You can see our work at ltdconstructioncorp.com.

We recently have replaced all of the decking, and repaired all of the structure for the decking, at all of the buildings at Lake Ann Camp.

Thank you

David Thompson

LTD Construction, Inc.

231-360-0205 cell

David.thompson@charter.net

www.ltdconstructioncorp.com



LTD
Construction Inc.

18907 Barber Rd. Lake Ann, MI 49650

231-275-7270 231-275-3287 fax

Owner / Contractor Agreement

We, LTD Construction, Inc. propose to provide
Removal and disposal of existing decking and handrail
Provide and install 277 s.f. AZEK English Walnut Decking, and Handrail, all at
Griekville Harbor Park Deck Replacement Project.

We will begin the construction as soon as all the permits are pulled, and complete the project in 3 days.

The amount due will be billed upon completion of the project, and will be due within ten days of billing.

Sign for acceptance.

Elmwood Township

Signature

Date _____

LTD Construction, Inc.

David Thompson

Signature

Date _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mapes Insurance Agency 2032 Lake Michigan Drive NW Grand Rapids MI 49504		CONTACT NAME: Beth Schuitema PHONE (A/C, No, Ext): 616-726-6538 E-MAIL ADDRESS: bschuitema@mapesinsurance.com FAX (A/C, No): 616-453-8391		
INSURED LTD Construction, Inc. 18907 Barber Road Lake Ann MI 49650 LTDCONS-02		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Auto-Owners Insurance Company		18988
		INSURER B: Home-Owners Insurance Company		26638
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 1229577638 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		16831587	5/15/2022	5/15/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		4883158701	10/31/2021	10/31/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	16309751	5/15/2022	5/15/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Inland Marine		16831587	5/15/2022	5/15/2023	Rented/Leased Equip. \$150,000 Limit \$500 Ded.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER For Information Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

Hi Jeff,

I'm attaching a few stand/signage mock ups with dimensions for the meeting on Monday.

Also, if approved, I'm looking at an install timeline around the beginning of August. The life jackets won't arrive until the end of July. I figure this makes it a good, late summer pilot program.

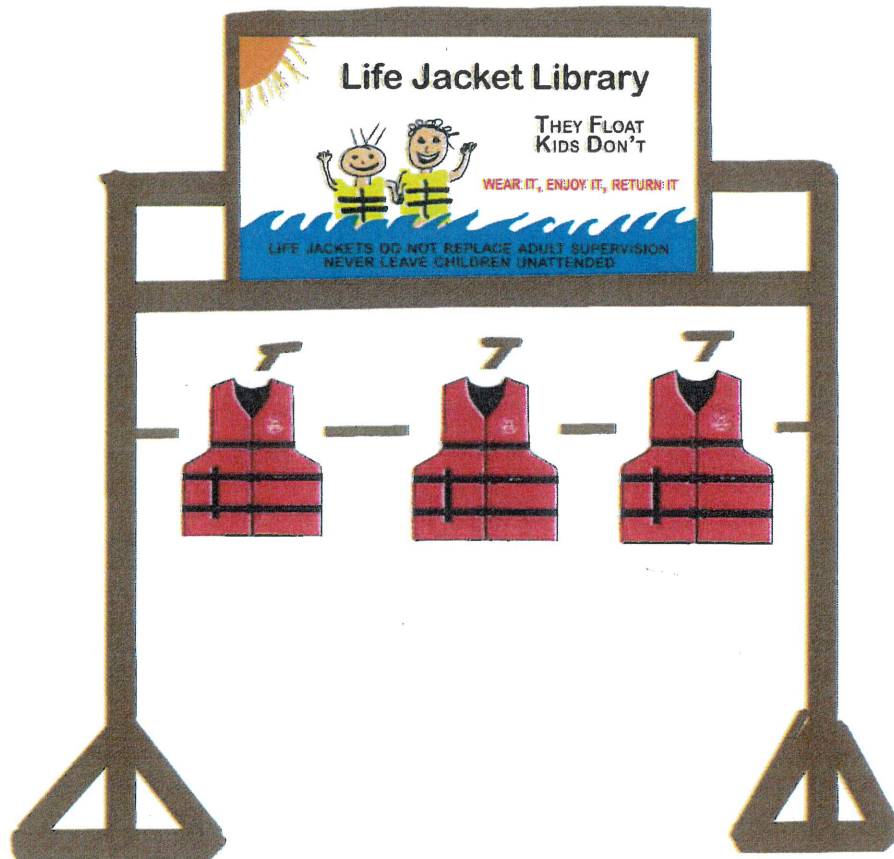
One thing I'm curious about are the zoning requirements for this park. I haven't had any issues with this design/height/size elsewhere but I would like to check before having the stand built. Do you happen to know the zoning requirements?

Thank you again for helping me through this process. Let me know if you think anything else will be required.

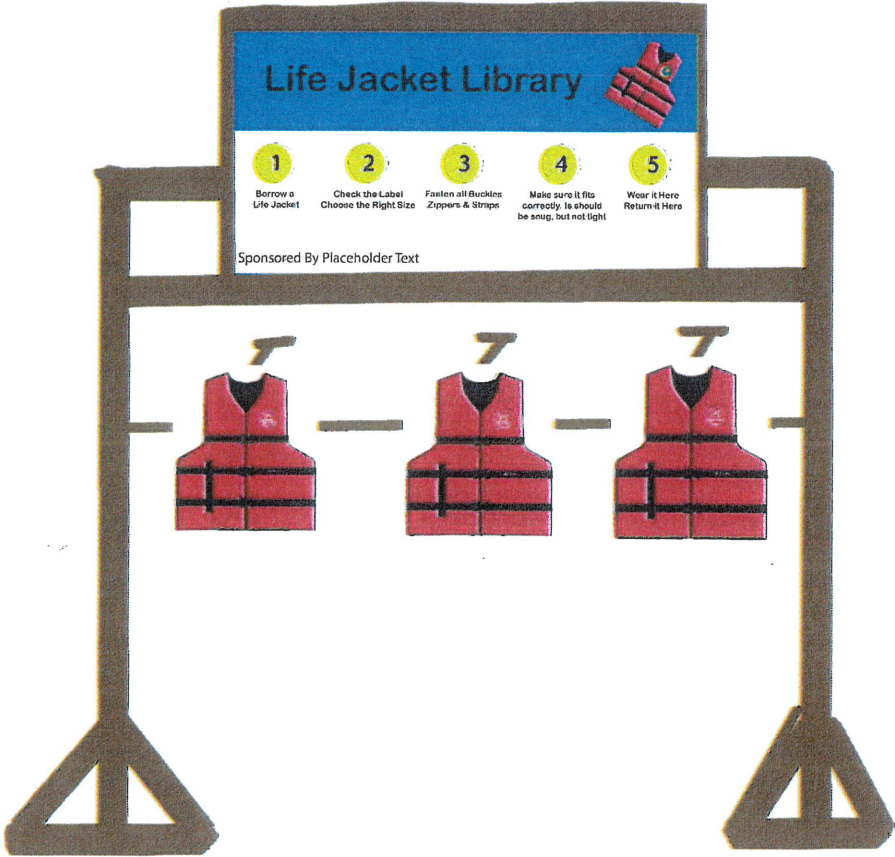
Stand Dimensions: H48 W36

Total Stand Height with Signage Attached 55"

Signage Dimensions: H15 W30



Stand Dimensions: H48 W36
Total Stand Height with Signage Attached 55"
Signage Dimensions: H15 W30



TO: Elmwood Township Board

FROM: Dave Newhouse, on behalf of Cedar Creek Commons Residents

RE: Cherry Bend Road Safety

DATE: June 8, 2022

As concerned citizens living in Cedar Creek Commons (CCC) along Cherry Bend Road (see attached map) we are concerned about the safety of our residents, and other Cherry Bend Road users, for several reasons:

- Excessive vehicle speed on Cherry Bend Rd. makes it difficult to enter or exit CCC north entrance safely.
- In the past, a speeding vehicle spun out and crashed into a power pole near the north entrance.
- Lack of sight distance when exiting the north entrance to CCC is a hazard.
- Unmarked speed zones north of our north entrance are confusing. What does "Speed Zone Ends" sign mean? Does Cherry Bend revert to 55 mph if not marked otherwise?
- Dangerous conditions for walkers and bikers who want to cross Cherry Bend to access the Leelanau Trail, and other pedestrians who need to cross between Cedar Creek, Orchard Creek Nursing facility, or Woodwinds Condos.
- Increased traffic during the summer tourist season, with visitors who may not be familiar with our area; this may intensify when the new wine tasting facility is completed on Breithaupt Rd., just north of our entrance.
- De Young Nature Area attracts many users on both sides of Cherry Bend Road, and there is no crosswalk signage to alert motorists to hikers / bikers.
- The entrance to De Young is difficult to see coming from the south because there is no "limited sight distance" sign to warn motorists about exiting and entering vehicles.
- The recent accident with two fatalities at Dalzell Road resulted from excessive speed.

We are a residential area with over 200 senior residents on both sides of Cherry Bend and believe we should be able to safely enter and exit our community and walk or bike across Cherry Bend Rd. Due to many drivers exceeding the posted speed limits, road curvatures and limited visibility in several locations, along with no pedestrian crossing signs, we ask Elmwood Township to request an official Traffic and Engineering study be conducted for the section of Cherry Bend Road from Avondale Ln. north to past DeYoung Nature area to Dalzell Rd.





CHERRY BEND ROAD TRAFFIC



**POSTED
SPEED LIMITS**

	35 mph
	45 mph
	Unmarked

**POSTED TRAFFIC
SPEED SIGNS**

	SPEED ZONE ENDS
	45 MPH Curve with Arrow
	45 MPH
	35 MPH



St. Louis, MO 63141 USA

(314) 696-0200

Web: solusgrp.com

Invoicing and Shipping Address:

Elmwood Township Marina (Traverse City), Clem Thompson
13501 S W Bay Shore Dr
Traverse City MI 49684
United States
☎ +1 231-946-5463

Sold To:

Elmwood Township Marina (Traverse City), Clem Thompson
13501 S W Bay Shore Dr
Traverse City MI 49684
United States

Quotation # S00504

Quotation Date:	Expiration:	Salesperson:	Payment Term:	F.O.B.:
04/21/2021	05/27/2022	Kayla Phillips	Credit Card/Paid Online	Origin

Description	Unit		
	Quantity	Price Taxes	Amount
[0950230001] EZI-MT1500	1,000	3,876.00	\$ 3,876.00
EZ1500 // Ezi-MT 1500mm hand-winch bin lifter for 80L/120L/240L EN840 wheelie bins, 65kg capacity	Units		
Subtotal			\$ 3,876.00
Total			\$ 3,876.00

Free Shipping Inside US On In Stock Units

Some Orders May Ship Directly From Manufacturer - Additional Freight and Fees May Apply

Lead Time 3 Weeks ARO - On In Stock Unit (5/4)

Application:

Seasonal Marina Use

Manual Operation Requested

Stored Outdoors During Season / Indoors During Winter

Standard Dumpster - Clearance of 51 "

Using 96 Gallon Bins

Connie Preston

From: Elmwood Marina <elmwoodmarina@gmail.com>
Sent: Tuesday, June 07, 2022 12:24 PM
To: Connie Preston
Subject: FW: Sales Order Quote

Sent from [Mail](#) for Windows

From: [Sean McGuire](#)
Sent: Friday, April 22, 2022 2:23 PM
To: elmwoodmarina@gmail.com
Subject: Sales Order Quote



INVOICE #D1792

Complete your purchase

Clem,

Here is the quote for the Universal Trash Can Dumpers by Vestil. This equipment is currently out of stock and will be an 18 - 20 week lead time before one would be ready to ship out to you. If you want to place the order, just click on the blue "Complete Your Purchase" button to enter your payment information. Thank you and have a great rest of the day!

[Complete your purchase](#)

or [Visit our store](#)

Order summary



Universal Trash Can Dumpers × 1
72-15/16" / DC Power

\$5,750.97

Subtotal

\$5,750.97

Shipping

\$300.00

Taxes

\$0.00

Total

\$6,050.97 USD

Customer information

Shipping address

Clem Thompson
Elmwood Township Marina
13501 Southwest Bayshore Drive
Traverse City MI 49684
United States

Billing address

Clem Thompson
Elmwood Township Marina
13501 Southwest Bayshore Drive
Traverse City MI 49684
United States

Shipping method

LTL Freight
\$300.00

From: gary.dumpdolly.com
Sent: Monday, May 2, 2022 11:53 AM
To: ELMWOODMARINA@GMAIL.COM
Cc: shay.dumpdolly.com
Subject: Quote

Clem,

Thank you for your call this morning and your interest in our Dump Dolly's. Please find attached the quote for the DD102EZ70 Crank Dump Dolly. I took the liberty of providing a quote for the DD102EZ70 Power Dump Dolly for your review and comparison. If you have any questions, please do not hesitate to call. Call me and let's get your order over to production!

Please acknowledge receipt of this email and quote

Shay

Shay Scott
Dump Dolly, LLC
6841 Templin Ct. Ste. J
San Angelo, TX 76904
www.dumpdolly.com
shay@dumpdolly.com
325-203-1648



Dump Dolly, LLC
6841 Templin Ct. Suite J
San Angelo, Texas 76904

PRICE QUOTE: #051021
DATE: 05/02/2022

NAME: Clem Thompson
COMPANY: Elmwood Marina
ADDRESS: 13051 Solihwede Bayshore Drive
Traverse City, MI 49684
ELMWOODMARINA@GMAIL.COM

DD102EZ70 Power
Dump Dolly

Quantity	Item	Unit Price	Total
1	DD102EZ70	\$229.00	\$229.00
	Shipping to above address		\$10.00
	Tax		\$15.00

Shipping costs is determined by destination. Delivery with a lift gate is included in the price. There is a handling fee of \$10.00 per unit. There is a handling fee of \$10.00 per unit. For additional information please contact your local distributor. Price quoted for 30 days from the date of quote.

PLAN REVIEW

TYPE: Application for Fireworks Display Permit
LOCATION: Discovery Pier; West Grand Traverse Bay
APPLICANT: The Boom Boom Club

REVIEW DATE: June 6, 2022

REVIEWED BY: Keith Tampa, Fire Chief

Event Date:	July 4, 2022			Alternate Date:	July 5, 2022	
Contact #1: (Applicant)	Name	Tim Hinkley	Primary Phone #	231-947-1120	Secondary Phone #	---
Pyrotechnic Operator:	Name	Great Lakes Fireworks, LLC	Primary Phone #	Bruce Tyree 989-942-0684	Secondary Phone #	Office 586-779-8062
ATF License #:	4-MI-099-27-7L-01174		4-MI-099-51-7L-01173		---	
	<u>Display Site</u>		<u>Preparation Site</u>		<u>Storage Site</u>	
Location:	West Grand Traverse Bay – Minimum of 1400ft diameter secured perimeter		Discovery Pier (former Coal Dock), Elmwood Twp.		Discovery Pier, Elmwood Twp. – If needed	
<u>Documents Submitted/Reviewed</u> ✓ Charter Township of Elmwood Fireworks Display Permit Application ✓ Proof of Certificate of Liability Insurance naming The Charter Township of Elmwood as an additional insured from Great Lakes Fireworks						

It is my recommendation that, in addition to complying with Federal and State regulations and NFPA 1123 Code for Fireworks Display (2010 edition), that the applicant also complies with and provides the following:

Storage and Transportation of Fireworks / Preparation of Fireworks

- The delivery and preparation of fireworks (product) will be coordinated with the Elmwood Township Fire Department.
- The preparation site is to located on and adjacent to Discovery Pier and shall encompass a minimum 100-foot radius from the barge and loading area. This area shall be designated on the pier by a physical barrier such as snow fencing, or other non-permanent barrier, to assist in restricting non-authorized personnel from entry. "Caution" tape shall not be considered an acceptable type of barrier.
- All access to the preparation area on Discovery Pier shall be restricted to only those authorized by Great Lakes Fireworks, or the Elmwood Township Fire Department once the product arrives onsite.
- Only the Elmwood Township Fire Department or Great Lakes Fireworks can authorize personnel to be within the preparation area.
- Fireworks shall not be left unattended upon delivery to the preparation area.

- No smoking or alcohol shall be allowed within the preparation area. “No Smoking” signs shall be posted around the preparation area perimeter in conspicuous locations.
- Only vehicles of authorized personnel will be allowed within the preparation area and will be located away from the fireworks assembly area.
- No permanent vehicle parking, except those authorized to be within the preparation area, shall be allowed on Discovery Pier while the product is on site.
- No open flames shall be allowed within the preparation area.
- A minimum of 1 portable water fire extinguisher shall be readily accessible within the preparation area.
- Fireworks shall be kept dry and protected.
- If the event is to be rescheduled, or for other reasons the fireworks are to remain at the preparation site overnight, the following minimum requirements shall be met:
 - All fireworks shall be made safe to prevent firing.
 - All above requirements shall be enforced and an authorized person shall remain on site and capable of communication with law enforcement and fire services.
 - Notification shall be made to both law enforcement and fire services of the overnight status of the fireworks.

Inspection of Fireworks

- A representative from the fire department shall be at the preparation site prior to the arrival of the fireworks and shall work with the applicant and/or display shooter to ensure compliance with Township requests.
- Fireworks shall be inspected for safe use by Great Lakes Fireworks after delivery to the preparation site.
- If upon inspection, fireworks are not safe for use, they shall be made safe and/or secured according NFPA 1123 and rules established above.

Display Site

- The display is being fired from barges in West Grand Traverse Bay.
- The display barge or vessel(s) shall be escorted to the display site by authorized vessels.
- The largest shell to be used in the display is 10 inches. This requires that the display site shall have a minimum radius of 700 feet (1400 feet in diameter) or greater.
- The display site perimeter is to be secured to reduce the chance of unauthorized entry. This shall require the use of law enforcement or other appropriate marine vessels.
- The Traverse City Fire Department shall be notified of the display site location, and the location verified by both the Elmwood Township and Traverse City Fire Chiefs or designees.

Operations

- A reliable method of communicating with the lead shooter shall be made available to the Elmwood Township and Traverse City Fire Departments from the time the display barge leaves the dock until its return.
- Any substantial injury during the display shall be transferred to the Clinch Park marina via law enforcement or fire service marine vessel. This shall require pre-event coordination with the Traverse City Fire Department and law enforcement agencies.

- Prior to the departure of the fireworks barge to the display site, the display operator shall demonstrate the safety function of the switch box and any other safety measures for the fire department officials as requested.
- Emergency procedures shall be described to the fire department representative which include the following information:
 1. Description of the means of alerting staff of emergencies.
 2. Identification of the signal and means to notify the display operator, sponsor, or both to terminate the loading or firing of fireworks in the event a hazard arises during the display.
 3. Identification of the means of notifying public emergency forces.
 4. Emergency reporting instructions describing the information that should be provided to emergency operators or responders.
- Conditions for the safe conduct of the display shall be assessed on the date of the display. If in the opinion of the fire department representative, the display poses a significant hazard to life or property, the fire department representative shall revoke approval for the display and shall immediately notify the permit applicant and display shooter.
- At the conclusion of the display, the lead shooter shall ensure all of the fireworks (product) has been fired or rendered safe prior to returning to the Discovery Pier. A minimum of 15 minutes after the last ignition shall be required prior to the barge returning to the Discovery Pier.
- All clean up and securing of unfired product shall rest with Great Lakes Fireworks.

Fire Department and Township Resources

- The fire department shall develop an Incident Action Plan for this event.
- The fire department shall provide a liaison between the Township and the display shooter/contractor to assist with meeting the requirements of the Township.
- The fire department liaison shall coordinate with the display shooter/contractor the arrival of the fireworks and the inspection of the preparation area.
- If, in the opinion of the fire department liaison, Township requirements are not being met or the safety and security of the preparation site cannot be maintained, the fire department liaison shall reserve the right to stop fireworks operations until the issues are corrected.
- The fire department may establish defensive suppression lines to the Discovery Pier which may be operated from outside the preparation area.
- The fire department may maintain a non-committed, staffed engine and ambulance during the event. No additional fire department crews should be required during the fireworks preparation and display.
- The fire department liaison shall be available and have communication with the lead shooter from the time the fireworks barge leaves until its return. He or she shall be able to mobilize and coordinate resources in the event of an emergency and shall ensure any unexploded fireworks have been made safe prior to the return of the barge to the Discovery Pier.
- It is recommended that additional lighting be used during the return and unloading of the fireworks barge. The fire department may assist with lighting the general area but cannot guarantee this service. It is recommended that the contractor/display shooter make other arrangements as necessary.

Shared Use Restrictions

The Discovery Pier provides water access for multiple organizations. No unauthorized person, occupied vessel, or activity shall be allowed to fall within the preparation site perimeter while the fireworks are on site. This includes employees and guests of the Rotary Camps and Services, the Discovery Center Great Lakes, the National Cherry Festival, and the other organizations sharing that facility on the dates of the event. It is understood, that due to this condition, special arrangements may need to be made. A letter of understanding, signed by the affected parties, is required to be on file with the Elmwood Township Fire Chief for a minimum one week prior to the day of the event. The letter shall have at a minimum, a list of the dates and times of restricted access, and a statement affirming that no unauthorized person, occupied vessel or activity will be allowed within the preparation site perimeter. Persons wishing authorization to be within the preparation site perimeter shall be required to contact the Elmwood Township Fire Chief. Excluded from this are those persons directly contracted for and essential to the safe delivery, preparation, and operation of the fireworks display.

Additional Documentation Requirements

- ☐ Charter Township of Elmwood Acknowledgement and Hold Harmless Agreement
- ☐ Signed Letter of Understanding regarding Shared Use Restrictions
- ☐ Letter from the property owner permitting the use of the Discovery Pier for the fireworks preparation and storage.
- ☐ Great Lakes Display Fireworks Safety Plan
- ☐ Map of Preparation Area (Discovery Pier)
- ☐ Site Map of Display Area (West Grand Traverse Bay) showing 700ft and 1000ft. radi

Conclusion

This review is not a permit to conduct a fireworks display. These requirements are issued on behalf Elmwood Township Fire Department to the Charter Township of Elmwood Board to support the safe conduct of a fireworks display. The final decision for the issuance of a permit rests with the Elmwood Township Board.

Reviewed By: Elmwood Township Fire Chief

Keith Tampa

Date

6/7/2022

Reviewed By: Elmwood Township Supervisor

Date

2022 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national or color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION) <div style="text-align: center; font-size: 1.2em;">July 5, 2022</div>
NAME OF PERSON PERMIT ISSUED TO Tim Hinkley		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO 495 W. Harbour Ridge Ct., Maple City, MI 49664		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION The Boom Boom Club		
ADDRESS 495 W. Harbour Ridge Ct., Maple City, MI 49664		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) 700 - 3" shells 300 - 4" shells 325 - 5" shells 135 - 6" shells 80 - 8" shells 20 - 10" shells 36 - Barrage cakes (3" and smaller) 120 - Mines, fountains, and candles		
EXACT LOCATION OF DISPLAY OR USE Prep Site: Charter Twp of Elmwood; Display Site: West Grand Traverse Bay, City of Traverse City		
CITY, VILLAGE, TOWNSHIP Prep Site: Charter Twp of Elmwood; Display Site: West Grand Traverse Bay, City of Traverse City	DATE 7/4/2022	TIME Approx. 10pm
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Insured: Great Lakes Fireworks, LLC.		AMOUNT \$4,000,000

Issued by action of the Legislative Body of a	
<input type="checkbox"/> City <input type="checkbox"/> Village <input checked="" type="checkbox"/> Township of Charter Township of Elmwood on the June 13, 2022 day of	
<div style="text-align: center; font-size: 0.8em;">(Signature and Title of Legislative Body Representative)</div>	

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 06/08/2022

Time: 4:03 pm

Page: 1

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
ACT FAST PLUMBING	A018	MISC REPAIRS	0	00/00/0000	340.00
				Vendor Total:	340.00
BECKETT & RAEDER	B017	GRANT ASSISTANCE	0	00/00/0000	87.50
				Vendor Total:	87.50
CHEMICAL CONTROL COMPANY	C057	PEST CONTROL ACCT #9948	0	00/00/0000	345.00
				Vendor Total:	345.00
CONSUMERS ENERGY	C040	ACCT#1030 3518 7543	0	00/00/0000	453.27
				Vendor Total:	453.27
D&W MECHANICAL	D019	REPAIR	0	00/00/0000	214.95
				Vendor Total:	214.95
DALLAS DENOYER	1605	SLIP REFUND/REDUCED SLIP SIZE	0	00/00/0000	685.71
				Vendor Total:	685.71
EARTHWORKS EXCAVATION, LLC	E006	TIMBERWOODS PLOWING	0	00/00/0000	820.00
				Vendor Total:	820.00
ELEVATE NET	E013	WIRELESS POINT REPLACEMENT	0	00/00/0000	740.50
				Vendor Total:	740.50
ELMER'S CRANE AND DOZER INC.	E070	REPAIR	0	00/00/0000	2,440.44
				Vendor Total:	2,440.44
GOODWILL NORTHERN MICHIGAN	705	PAVILION DEPOSIT REFUND	0	00/00/0000	50.00
				Vendor Total:	50.00
GRAND TRAVERSE COUNTY DPW	G040	ACCT#4003411	0	00/00/0000	4,954.04
				Vendor Total:	4,954.04
GRAND TRAVERSE COUNTY	G200	ELMWOOD GREILICKVILLE WATER	0	00/00/0000	14,570.32
				Vendor Total:	14,570.32
GRAND TRAVERSE REFRIGERATION	G061	FREEZER START UP	0	00/00/0000	243.75
				Vendor Total:	243.75
HOMETOWN LAWN SERVICE	H024	WEED CONTROL/FERTILIZE	0	00/00/0000	2,030.00
				Vendor Total:	2,030.00
KCI	K016	POSTAGE FOR TAX BILLS	0	00/00/0000	840.49
				Vendor Total:	840.49
LAUTNER IRRIGATION, INC.	L010	repair	0	00/00/0000	109.36
				Vendor Total:	109.36
LEELANAU ENTERPRISE & TRIBUNE	L020	ADVERTISER #676	0	00/00/0000	66.90
				Vendor Total:	66.90
CLAYTON & LINDA MIKOWSKI	M203	REFUND OF OVERPAYMENT	0	00/00/0000	92.00
				Vendor Total:	92.00
NETLINK	M185	Security	0	00/00/0000	1,488.02
				Vendor Total:	1,488.02
JOHN NOTEWARE	774	REFUND OF OVERPAYMENT	0	00/00/0000	92.00
				Vendor Total:	92.00
PIONEER DIESEL SERVICE INC	P054	TRACTOR SWAP BLOWER TO LOADER	0	00/00/0000	165.00
				Vendor Total:	165.00
MIKE POMPER	P032	SLIP REFUND	0	00/00/0000	3,174.00
				Vendor Total:	3,174.00
PRINTING SYSTEMS INC.	P045	ACCT#2495 AV ENVELOPES	0	00/00/0000	1,289.31
				Vendor Total:	1,289.31
DR. JOHN PUTZ	1607	SLIP REFUND	0	00/00/0000	3,230.00
				Vendor Total:	3,230.00
MARVIN E. SCOTT	S051	MILEAGE	0	00/00/0000	68.45

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 06/08/2022

Time: 4:03 pm

Page: 2

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Vendor Total:	68.45
STANDARD ELECTRIC COMPANY	S112	CUST#700892	0	00/00/0000	331.95
				Vendor Total:	331.95
STAPLES CREDIT PLAN	S008	ACCT ENDING 5610	0	00/00/0000	520.77
				Vendor Total:	520.77
JASON & KELLY BATOR STARK	1606	REFUND OF OVERPAYMENT	0	00/00/0000	20.00
				Vendor Total:	20.00
CLEM THOMPSON	T023	EXPENSE VOUCHER	0	00/00/0000	71.80
				Vendor Total:	71.80
TOBIN & CO., P.C.	T060	AUDIT PROGRESS	0	00/00/0000	4,800.00
				Vendor Total:	4,800.00
VERIZON WIRELESS	V014	ACCT#682962913-00001	0	00/00/0000	91.41
				Vendor Total:	91.41
WADE TRIM	W107	MISC SERVICES	0	00/00/0000	3,379.43
				Vendor Total:	3,379.43
WELLS FARGO FINANCIAL LEASIN	W027	CONTRACT#603-0180923-000	0	00/00/0000	95.40
				Vendor Total:	95.40
X-CEL CHEMICAL SPECIALTIES	X010	SUPPLIES	0	00/00/0000	273.04
				Vendor Total:	273.04
				Grand Total:	48,174.81
				Less Credit Memos:	0.00
				Net Total:	48,174.81
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	48,174.81
Total Invoices:		48			