

Treasurer's Report reflects  
bank account balances

Treasurer's Report

DECEMBER 2024

LIQUIDITY PORTAL INVESTMENTS

|                             | <u>RUNNING BALANCE</u> | <u>OPENING VALUE</u>   | <u>DIVIDEND AMOUNT</u> |
|-----------------------------|------------------------|------------------------|------------------------|
| <b>BONDS PROCEEDS</b>       |                        |                        |                        |
| #101 General Fund           | \$ 250,704.41          | \$ 3,000,498.30        | \$ 11,382.54           |
| #203 Metro Authority        | \$ 54,764.88           | \$ 1,517,937.23        | \$ 6,209.16            |
| #206 Fire Fund              | \$ 132,361.99          |                        |                        |
| #590 Sewer CD Mat May 2018  | \$ 160,337.31          | \$ 735,808.09          | \$ 2,529.72            |
| #591 Timberlee H20          | \$ 122,156.06          | \$ 1,467,034.44        | \$ 5,425.36            |
| #592 Greilickville H20      | \$ 102,155.38          | \$ 284,037.72          | \$ 1,082.34            |
| #594 Marina                 | \$ 147,944.19          | \$ 74,329.59           | \$ 283.28              |
| #701 Trust & Agency         | \$ 71,822.84           | \$ 1,665,479.90        | \$ 6,458.87            |
| #703 Current Tax            | \$ 769,640.27          |                        |                        |
| #820 Maintenance E.R. Rds   | \$ 16,663.46           |                        |                        |
| #821 Maintenance S.B. Rds   | \$ 12,515.94           |                        |                        |
| #861 Bayview Estates Lights | \$ 2,910.28            |                        |                        |
| #816 GSAD Receivable        | \$ 0.00                |                        |                        |
| <b>TOTAL</b>                | <b>\$ 1,843,977.01</b> | <b>\$ 8,745,125.27</b> | <b>\$ 33,371.27</b>    |

GRAND TOTAL \$ 10,622,473.55



Chris Mikowski, Treasurer

Connie M. Preston, Clerk

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

| PERMITS:               | 12/2024 | 12/2023 | YTD 2024   | YTD 2023   |
|------------------------|---------|---------|------------|------------|
| Single Family Dwelling | 0       | 0       | 18         | 12         |
| Attached SFD           | 0       | 0       | 0          | 0          |
| Accessory Building     | 0       | 0       | 4          | 4          |
| AG Building            | 0       | 0       | 2          | 5          |
| Residential Addition   | 0       | 0       | 3          | 10         |
| Deck                   | 0       | 0       | 12         | 8          |
| Sign                   | 0       | 0       | 3          | 3          |
| Commercial             | 0       | 1       | 6          | 5          |
| B&B                    | 0       | 0       | 3          | 0          |
| Misc.                  | 0       | 0       | 8          | 9          |
| Total Permits          | 0       | 1       | 60         | 56         |
| Fees Collected         | \$0     | \$400   | \$7,194.29 | \$6,040.31 |

**Zoning Board of Appeals:**

**December 4**, Regular Meeting. 1) TC Whiskey Extension Request for 15’ height variance. *Approved.*

**January 8**, ‘Special’ Meeting. Annual meeting. 1) Review/approve minutes, 2) review/approve 2025 meeting schedule, 3) election of officers.

**Planning Commission:**

**December 10**, Regular Meeting. *Cancelled.*

**January 9**, Special Meeting. 1) Consent calendar, 2) selection of officers, 3) Introduction. PD (SPR/SUP) 2025-01 – Request by Cornerstone Architects Inc regarding property at 13272, 12340, and 0 S West-Bay Shore Dr (Parcels 033-080-00, 033-077-00, 033-074-00) for work described as the Freshwater Research and Innovation Center. This is a proposed Planned Development, 4) review/approve meeting schedule.

**Office Updates:**

**STRs.** 93 licenses for 2024 have been issued. 13 applications are on waitlist. Renewal period ran 10/1 – 10/31; office did not receive renewal applications for 7 properties. Staff has issued licenses to those that submitted renewal applications. In January, staff will be able to issue 7 licenses to applications on the waitlist.

**Trainings/Conferences.** No December updates.

**Parks.** Staff is working with grant coordinator to pursue funding opportunities for the conceptual plan for CB Park.  
**Northwest Regional Airport Authority (NRAA) Joint Airport Zoning Board.** Next meeting scheduled for 1/8/25 and will involve election of officers, approval of the 2025 meeting schedule, and appointing the airport zoning commission.

**Master (Comprehensive) Plan.** Beckett & Raeder continuing to work on chapters which will likely be discussed by the Commission in early 2025.

**TTCL.** The Tech Committee unanimously moved to recommend that the TTCL Policy Board adopt a TIP Development Project List for 2026-2029. This list includes funding for projects within Elmwood; FY 2026 funding (\$1,093,000) for work on Cherry Bend (Breithaupt Rd to M22) and FY 2029 funding (\$1,111,000) for work on Cherry Bend (Center Hwy to Breithaupt). This is very exciting news and we are hopeful that the Policy Board will adopt the project list as recommended.

## **December 2024 Harbor Master Update - DRAFT**

### **Fish Grinder Update**

- 1) The Fish Grinder PO was issued on 12/27/24 in the amount of \$50,713.00.
- 2) Final drawings are being done by manufacturer to build a 4 chute feeder that will be retrofitted to the existing cleaning tables.
- 3) If it is determined that the retrofitting of the 4-chute feeder with the existing tables will not work, we will use a 2 chute feeder with a chute positioned on each side between the cleaning tables.

### **Construction Update**

- 1) The installation of the 6 final Helical Piles has finally been completed and signed off on.
- 2) Outer foundation walls are up 3 blocks high
- 3) Floor foundations have been poured
- 4) Back filling around foundations completed
- 5) Inner grade beams ready for installation
- 6) New sheet piling is staged and ready for installation along South property line at Brewery Creek
- 7) Drainage trench dug along entire length of Marina wall and being prepared for installation of drainage tubes and French drain to drain parking lot

### **Marina**

- 1) Fans for launch ramps are installed
- 2) Of the Contracts sent out for 2025 Slips and Moorings, 138 Contracts have been signed and returned and only 55 are outstanding. All payments due by 2/1/25
- 3) No Fans or Bubblers have been utilized as of yet
- 4) Fire Suppression Repair – Parts ordered from Flotation Dock Systems on 12/18 at a cost of \$11,945.00. Summit Fire is scheduled to do the repair work in early April.
- 5) Welcome Packet solicitation letter has been prepared soliciting Coupons from local merchants to include in packet.
- 6) A final quote has been requested from Flotation Docks to repair the finger piers that were pulled from A Dock last year with a potential to add one to C Dock to create an additional rentable slip, and the other to accommodate South end Dinghy storage. Initial estimated cost to repair both was \$16,000.00.

**Request approval to repair both fingers provided cost does not exceed \$16,500.00.**

- 7) Parking Lot Sealcoating – Harbor Master met with TC Sealcote to schedule Spring application. They will work with us and likely do in 3 phases so as to be able to keep the launch ramps open and accessible. Cure time needed is ideally 3 days.
- 8) Quote requested from SkyWeb a Saginaw based provider of WiFi Services to Campgrounds and Marinas. They give a money back guarantee that their solution will work. They also provide all of the security provisions that are part of the quote received from Michigan Broadband. This quote will allow us to compare solutions and prices to what Mi Broadband has submitted.

- 9) Drink Machine –

Coke has pulled our machine as they no longer provide machines to seasonal businesses.

Most Marinas have a Marina store. This was not included in the original design or layout of the Marina office. This year I am going to start by adding some items for sale in the vestibule of the office. This will include monogrammed Marina clothing, snacks, candy, coffee, and Boating needs like sunscreen, etc.

In looking for a solution for providing drinks I am looking for a revenue generating solution. My thought is to purchase our own self-serve cooler with a glass door. Instead of it being a vending machine and locating it in the hallway outside, I want to make it a self serve cooler inside the office. I have requested the opinion of our architect to see if we can cut out the block as you walk in the door to recess the cooler into the space where the vending machine once sat. This would allow people to come in and choose their drink and pay for it rather than through a vending machine. We have the Point of Sale capability to do this with Dockwa and we have staff always present at the counter to handle the transaction. This past year the Coke machine was either empty or malfunctioning 50% of the time.

Cost of Cooler - \$1500.00 to \$2,000.00

Cost to Cut Wall - \$500.00

**REQUEST APPROVAL – COST NOT TO EXCEED - \$2500.00**

- 10) Operations Manual -

The first draft of the Elmwood Operations Manual has been completed and is available for review. Please contact me if you are interested and I will email you a digital copy as it is over 150 page long. I am indicating that this is a “draft” as it will remain a work in process as we proceed through the course of this year. We will add

things to it that were overlooked and remove things from it that we find are not applicable. The process of writing this has been very beneficial as it will prove to be a valuable training document as well as a reference manual for current and future employees.

#### 11) Brewery Creek Summer Dry Dock Proposal

In 2024 the utilization of Brewery Creek for boater parking was at capacity for a total of about 10 days, directly related to Cherry Fest. This means that for the vast majority of the boating season, the majority of the boat parking spaces at Brewery Creek were unused and non-revenue producing. Given the shortage of Slip Availability there are a large number of boat owners looking for a place to keep their boat. Add to this the fact that travel to and from the Marina will be difficult this year due to road construction, I believe that we should allocate a portion of the Brewery Creek Boat trailer spaces to permanent parking space for rent.

I have floated this concept to a number of people who come in looking for a boat slip and they would jump at the opportunity to park their boat and trailer at a location 1/8 of a mile from the launch ramps. With a little marketing, I think you could sell it out for the season.

SEE ATTACHED BREWERY CREEK SUMMER DRY DOCK PROPOSAL

### **Winter Projects Ongoing**

#### **Procurement**

Source and provide quotes and recommendations for the procurement of the following items that will be needed as part of the new Boaters Building

- 1) 6 BBQ Grills – Recommendations by Feb/March
- 2) 2 Large Screen TV's – Given size of room propose only purchasing 1. Request authorization to purchase at a price not to exceed \$2,000.00
- 3) Marina Sign Review – No Action
- 4) Furniture For Boater Day Room - Recommendations by Feb
- 5) Furniture for Porch – Recommendations by Feb/March
- 6) Tables for Pavilion – Recommendations by Feb/March
- 7) Security Cameras and Entry Solutions – Pending SkyWeb Quote
- 8) Washers & Dryer – Recommendations by Feb/March
- 9) Microwave For Boater Building – Recommendations by Feb/March

- 10) Commercial Kuerigs – 1 for Boater Building, 1 for Marina Store -  
Recommendations by Feb/March

### **Long Term Planning**

- 1) Per recommendation of Cody Carmichael of Flotation Docking Systems (FDS), we need to conduct a survey of our docks with an underwater camera to establish a baseline, and/or determine if any repair action is needed. FDS will review footage and make recommendations. I propose to hire Tom Donnelly to do the underwater filming as soon as possible and will proceed unless instructed not to.
- 2) A Dock Replacement – As has been determined by FDS, that “A” dock is quickly approaching its end of life expectancy. They estimate it at 3 -5 years, but we should not wait until there are problems. This replacement needs to be planned in advance and as such I recommend replacement in the fall of 2026. Unless there is a change, FDS would be the choice of contractors, and the type of dock would remain the same.
- 3) Having acknowledged the above, I would like to propose an Exploratory project to look at Marina Expansion before moving forward with “just” replacing A Dock. I would like to propose the following questions that need to be answered before proceeding....

What is the goal of Elmwood Township as it relates to owning and operating a Marina?

- a. Maintain Status Quo and simply keep existing Marina in top operating condition
- b. Maximize the profit opportunity at hand through expansion knowing the long wait list for slips in the Grand Traverse Bays?
  - i. Is there an interest in expanding the Marina?
- c. Should the short-term objective (2-3 years) include preparing the Marina for a sale to an outside entity?
- d. Is there a willingness to deal with the additional costs incurred that potentially would go along with Marina Slip expansion?
  - i. Parking Structure or Acquisition of additional property?
  - ii. Acquisition of additional Bottom Lands

Perhaps the ability to answer these questions can only happen after an Exploratory Project has been conducted and a New Marina Master Plan considered. At the Marina show that I attended in December I had the opportunity to meet with Chris Ryder the Project Development Manager of Bellingham Marine for our region. Bellingham Marine is the largest Marina Developer with a worldwide presence, Bellingham Marine has left its mark on waterfronts across the globe. They are at the forefront of advancing the industry, pioneering new technologies and materials to create award-winning floating systems that are not just functional, but exceptional. While the Smithgroup did the last Master Plan for the Marina, they did not specialize in Marina's. I would propose initial discussions with Bellingham Marine to understand their process for exploring long term plan development for Elmwood Marina. Unless instructed not to, I will engage Bellingham in initial discussions.

See - <https://bellingham-marine.com/>

Respectfully Submitted,

Dan Jenuwine

Harbormaster

**CHARTER TOWNSHIP OF ELMWOOD  
REGULAR BOARD MEETING  
DECEMBER 9, 2024  
IN THE TOWNSHIP HALL**

**Call to Order**

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

**Pledge of Allegiance**

Supervisor Shaw led the Pledge of Allegiance.

**Roll Call**

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

**Declaration of Conflict of Interest**

None

**Public Hearing, 2025 Budget**

The hearing was opened at 6:01 p.m. There were no comments. Opportunity to be heard was given to all. The hearing was closed at 6:01 p.m.

**Public Hearing, Text Amendment Aligning and Reforming Alcohol Regulations**

The hearing was opened at 6:01 p.m. There were no comments. Opportunity to be heard was given to all. The hearing was closed at 6:01 p.m.

**Public Comment**

None

**Consent Calendar:**

**Department Reports:**

Treasurer  
Planning/Zoning  
Fire Chief  
Harbormaster

**Committee Reports:**

**Minutes:**

11-12-24  
11-21-24

**Post Audit Invoices 11-1-24 through 11-30-24**

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

**Agenda approval**

Supervisor Shaw requested that we add re-appointments to the Election Commission, Personnel Committee, and Public Safety Committee to 11g.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DON GALLAGHER, TO APPROVE THE AGENDA AS MODIFIED WITH THE ADDITION OF 11g, RE-APPOINTMENTS. Motion passed unanimously by a voice vote.

**Supervisor Remarks**

Supervisor Shaw submitted a written report.

**Trustee Remarks**

None



**Engineer's Report**

None

**Other Officer Remarks**

None

**Communications from the Clerk**

None

**Old Business**

None

**New Business****2024 Budget and Salary Resolutions**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 17 OF 2024, A RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP SUPERVISOR AT \$61,800.00 ANNUALLY. Motion passed 7-0 by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 18 OF 2024, RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP CLERK AT \$61,800.00 ANNUALLY. Motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 19 OF 2024, RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP TREASURER AT \$61,800.00 ANNUALLY. Motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DON GALLAGHER TO ADOPT RESOLUTION 20 OF 2024, A RESOLUTION ESTABLISHING THE SALARY OF THE TOWNSHIP TRUSTEES AT \$4045.00 ANNUALLY PLUS \$100.00 PER SPECIAL MEETING. Motion passed 7-0 by a roll call vote.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DON GALLAGHER TO ADOPT RESOLUTION 21 OF 2024, RESOLUTION ESTABLISHING THE 2025 BUDGET. Motion passed 7-0 by a roll call vote.

**2024 Pay Rates**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE JORDAN GALLAGHER TO AUTHORIZE A 3% PAY INCREASE FOR SALARIED STAFF AND HOURLY STAFF NOT COVERED BY THE CURRENT HOURLY WAGE SCALE. The motion passed unanimously by a voice vote.

**2025 Board Meeting Schedule**

Clerk Preston pointed out that the October board meeting will be on the second Tuesday due to the Columbus Day/Indigenous People's day.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DON GALLAGHER TO APPROVE THE BOARD MEETING SCHEDULE FOR 2025. The motion passed unanimously by a voice vote.

**AT&T Proposal**

Supervisor Shaw explained that AT&T submitted a proposal to renew their tower lease at the old fire station even though it does not expire for three more years. He stated that he just sent the proposal to our attorney but has not yet heard back from him. The Board thought it best to wait for the attorney's review before proceeding.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO TABLE UNTIL NEXT MONTH. The motion passed unanimously by a voice vote.

### **Consideration of Text Amendment Aligning and Reforming Alcohol Regulations**

Planner Sarah Clarren reviewed her memo to the board, explaining that this is the ordinance that has been before the Board multiple times. MOTION BY TREASURER MIKOWSKI, SECONDED BY TRUSTEE DARGA TO ADOPT ORDINANCE NO. 2024-03, ZO 2017-04-13, A ZONING ORDINANCE AMENDMENT REGARDING ALIGNING AND REFORMING ALCOHOL REGULATIONS WITHIN ELMWOOD TOWNSHIP. The motion passed 7-0 by a roll call vote.

### **Cherry Bend Park Site Plan**

Planner Sarah Clarren presented the updated Cherry Bend Park Conceptual Plan that was modified to reflect the feedback of the Township Board. She stressed that this is just a conceptual plan and she would like to pursue grant funds at this time. There was consensus of the Board to look for funds.

### **Board of Review, Personnel and Public Safety Committee, and Election Commission Appointments**

Supervisor Shaw made the following nominations:

Bob Sokolnicki and Judy Platt be reappointed, and Jim O'Rourke appointed, to the Board of Review for two-year terms, from January 1, 2025 through December 31, 2026.

Connie Preston, Dave Darga, and Terry Lautner to the Election Commission for four-year terms ending November 19, 2028.

Jeff Shaw, Connie Preston, and Chris Mikowski to the Personnel Committee for four-year terms ending November 19, 2026.

Keith Tampa, Fire Chief, and Connie Preston, Board Representative, to the Public Safety Committee for two-year terms ending November 19, 2026.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE JORDAN GALLAGHER TO ACCEPT THE APPOINTMENTS AS RECOMMENDED BY SUPERVISOR SHAW. The motion passed unanimously by a voice vote.

### **Fire Department Staffing Level**

Clerk Preston's memo explained that during our budget work session, the Board budgeted for an additional full-time crew member for the Fire Department with the intention of formally authorizing it at this board meeting. Chief Tampa commented that he would discuss his ideas for the position with the union. His records show that there were 66 shifts with two staff only instead of three. He doesn't have enough part-time staff to fill open shifts. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO AUTHORIZE THE ADDITION OF ONE MORE FULL-TIME FIREFIGHTER/EMT TO THE FIRE DEPARTMENT STAFF. The motion passed unanimously by a voice vote.

### **Board Authorization for Supervisor to be Township Representative on the GT County Board of Public Works**

Motion by Trustee Lautner, seconded by Trustee Darga to appoint Jeff Shaw as the Elmwood Township representative on the Grand Traverse County Board of Public Works for a four year term, January 1, 2025 through December 31, 2028. The motion passed unanimously by a voice vote.

### **Payment of Invoices**

MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON TO PAY THE INVOICES IN THE AMOUNT OF \$226,121.38. Motion passed unanimously by a voice vote.

### **Extended Public Comment**

Chase Pasicznyk

Trustee Darga asked if we could discuss some items on the Harbormaster report. He questioned if we should spend the money for the internet to reach the ends of the docks at the marina and the type of locks for the boaters' bath. The Board agreed to discuss the items at our next meeting.

**Adjournment**

Supervisor Shaw adjourned the meeting at 6:38 p.m.

DRAFT

# Check Register Report

Date: 01/07/2025  
Time: 2:17 pm  
Page: 1

ELMWOOD TOWNSHIP

BANK:

| Check Number  | Check Date | Status  | Void/Stop Date | Reconcile Date | Vendor Number             | Vendor Name                                  | Check Description        | Amount           |
|---------------|------------|---------|----------------|----------------|---------------------------|--|--------------------------|------------------|
| <b>Checks</b> |            |         |                |                |                           |  |                          |                  |
| 39467         | 12/19/2024 | Printed |                |                | B111                      | BLUECROSS BLUESHIELD OF GROUP MI             | 007015150710             | 588.45           |
| 39468         | 12/19/2024 | Printed |                |                | C029                      | CHARTER COMMUNICATIONS                       | ACCT#005047601           | 199.97           |
| 39469         | 12/19/2024 | Printed |                |                | C010                      | CHERRYLAND ELECTRIC COOR                     | ACCT#9816411             | 106.55           |
| 39470         | 12/19/2024 | Printed |                |                | M020                      | DTE ENERGY                                   | ACCT#9100 218 4472 5     | 1,610.24         |
| 39471         | 12/19/2024 | Printed |                |                | M008                      | GFL ENVIRONMENTAL                            | ACCT#002114837           | 62.69            |
| 39472         | 12/19/2024 | Printed |                |                | M008                      | GFL ENVIRONMENTAL                            | ACCT#002119662           | 95.82            |
| 39473         | 12/19/2024 | Printed |                |                | G046                      | GRAYBAR FINANCIAL SERVICES                   | CONTRACT#100-8704031-001 | 457.10           |
| 39474         | 12/19/2024 | Printed |                |                | G425                      | GUARDIAN                                     | GROUP ID 00 357534       | 477.75           |
| 39475         | 12/19/2024 | Printed |                |                | M208                      | MICHIGAN BROADBAND SERVICES                  | ACCT#0371011752          | 492.44           |
| 39476         | 12/19/2024 | Printed |                |                | P043                      | PRIORITY HEALTH                              | GROUP ID 790105 S001     | 7,311.17         |
| 39477         | 12/19/2024 | Printed |                |                | P048                      | PURCHASE POWER                               | ACCT ENDING 6071         | 33.40            |
| 39478         | 12/19/2024 | Printed |                |                | V002                      | VISIBLE DIFFERENCE BLDG. MAINT               |                          | 540.00           |
| 39479         | 12/19/2024 | Printed |                |                | V023                      | VSP  | CLIENT ID 30031936       | 257.18           |
| 39485         | 01/03/2025 | Printed |                |                | P048                      | PURCHASE POWER                               | ACCT 8000 9090 1160 6071 | 33.40            |
|               |            |         |                |                | <b>Total Checks: 14</b>   | <b>Checks Total (excluding void checks):</b> |                          | <b>12,266.16</b> |
|               |            |         |                |                | <b>Total Payments: 14</b> | <b>Bank Total (excluding void checks):</b>   |                          | <b>12,266.16</b> |

# Check Register Report

Date: 01/07/2025

Time: 2:17 pm

Page: 2

ELMWOOD TOWNSHIP

BANK: ONLINE PAYMENTS

| Check Number | Check Date | Status | Void/Stop Date | Reconcile Date | Vendor Number | Vendor Name | Check Description | Amount |
|--------------|------------|--------|----------------|----------------|---------------|-------------|-------------------|--------|
|--------------|------------|--------|----------------|----------------|---------------|-------------|-------------------|--------|

**ONLINE PAYMENTS Checks**

|        |            |         |  |  |      |               |                 |       |
|--------|------------|---------|--|--|------|---------------|-----------------|-------|
| 500055 | 01/03/2025 | Printed |  |  | S097 | SPECTRUM VOIP | cust 2319460921 | 38.15 |
|--------|------------|---------|--|--|------|---------------|-----------------|-------|

**Total Checks: 1**

**Checks Total (excluding void checks): 38.15**

**Total Payments: 1**

**Bank Total (excluding void checks): 38.15**

**Total Payments: 15**

**Grand Total (excluding void checks): 12,304.31**

## Supervisor's Report

1/13/25

1. I will be speaking to the residents of Cedar Creek Commons on 1/15 about the impending construction in the corridor. They are concerned about access to Munson, Meijer, Walmart and the other destinations they frequent. Lucas Porath from MDOT will be joining me to answer their questions and hopefully put them at ease.
2. We had a successful December Board of Review.
3. I attended the Cedar Fire and Rescue Board meeting on 12/5/24. Cedar Fire and Rescue Organizational documents detail how participating townships can withdraw from the organization, but not how another township can join. Their legal team is working on getting those details documented.
4. I have reached out to Suttons Bay Fire and Rescue to get details regarding the possibility of joining them.
5. I attended the LEPC meeting on 12/19/24. DTE discussed plans to close M-72 at the M-22 intersection, as far west as the Tom's driveway. This is to move the extreme amount of utilities that are buried in that intersection, in preparation for the MDOT project in 2025. The expect to have the intersection close for approximately a month, starting sometime in January.

**ELMWOOD CHARTER TOWNSHIP  
RESOLUTION 1 OF 2025  
RESOLUTION ESTABLISHING POVERTY EXEMPTION  
INCOME GUIDELINES AND ASSET TEST POLICY**

At a regular meeting of the Elmwood Charter Township Board held in the Elmwood Charter Township Hall, located at 10090 E. Lincoln Rd., Traverse City, Michigan on January 13, 2025 at 6:00 p.m.

PRESENT:

EXCUSED:

The following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to-wit:

**Recitals**

WHEREAS, the principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from the collection of taxes under the General Property Tax Act, being Act 206 of the Public Acts of 1893, as amended; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, MCL 211.7u, to adopt guidelines for poverty exemptions.

**Resolution**

NOW, THEREFORE, BE IT RESOLVED that the Elmwood Charter Township Board hereby establishes the following poverty exemption income guidelines and asset test policy:

**POVERTY EXEMPTION INCOME  
GUIDELINES AND ASSET TEST POLICY**

- A. This policy applies to the principal residence of individuals and does not apply to the property of a corporation. For the purposes of this policy, "principal residence" means either of the following:
  - 1. The one place where an owner of the property has his or her true, fixed, and permanent home to which, whenever absent, he or she intends to return and that shall continue as a principal residence until another principal residence is established. Except as otherwise provided in this subdivision, principal residence includes only that portion of a dwelling or unit in a multiple-unit dwelling that is subject to ad valorem taxes and that is owned and occupied by an owner of the dwelling or unit. Principal

residence also includes all of an owner's unoccupied property classified as residential that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Principal residence also includes all of an owner's unoccupied property classified as timber-cutover real property under section 34c that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied by the owner. Contiguity is not broken by boundary between local tax collecting units, a road, a right-of-way, or property purchased or taken under condemnation proceedings by a public utility for power transmission lines if the 2 parcels separated by the purchased or condemned property were a single parcel prior to the sale or condemnation. Except as otherwise provided in this subdivision, principal residence also includes any portion of a dwelling or unit of an owner that is rented or leased to another person as a residence as long as that portion of the dwelling or unit that is rented or leased is less than 50% of the total square footage of living space in that dwelling or unit. Principal residence also includes a life care facility registered under the living care disclosure act, 1976 PA 440, MCL 554.801 to 554.844. Principal residence also includes property owned by a cooperative housing corporation and occupied by tenant stockholders. Property that qualified as a principal residence shall continue to qualify as a principal residence for 3 years after all or any portion of the dwelling or unit included in or constituting the principal residence is rented or leased to another person as a residence if all of the following conditions are satisfied:

- (a). The owner of the dwelling or unit is absent while on active duty in the armed forces of the United States.
- (b). The dwelling or unit would otherwise qualify as the owner's principal residence.
- (c). Except as otherwise provided in this subparagraph, the owner files an affidavit with the assessor of the local tax collecting unit on or before May 1 attesting that it is his or her intent to occupy the dwelling or unit as a principal residence upon completion of active duty in the armed forces of the United States.

2. "Qualified agricultural property," which is defined to mean unoccupied property and related buildings classified as agricultural, or other unoccupied property and related buildings located on that property devoted primarily to agricultural use as defined in section 36101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.36101. Related buildings include a residence occupied by a person employed in or actively involved in the agricultural use and who has not claimed a principal residence exemption on other property. Property shall not lose its status as qualified agricultural property as a result of an owner or lessee of that property implementing a wildlife risk mitigation action



plan. Property used for commercial storage, commercial processing, commercial distribution, commercial marketing, or commercial shipping operations or other commercial or industrial purposes is not qualified agricultural property. A parcel of property is devoted primarily to agricultural use only if more than 50% of the parcel's acreage is devoted to agricultural use or if more than 50% of the parcel's acreage is devoted to a combination of agricultural use and is exempt under MCL 2117jj(1) as qualified forest property. An owner shall not receive an exemption for that portion of the total state equalized valuation of the property that is used for a commercial or industrial purpose or that is a residence that is not a related building. As used in this subdivision, "Wildlife risk mitigation action plan" means a written plan consisting of one or more projects to help reduce the risks of a communicable disease spreading between wildlife and livestock that is approved by the department of agriculture under the animal industry act, 1988 PA 466, MCL 287.701 to 287.746.

- B. A property owner(s) seeking an exemption under this policy shall file an application for the exemption with the board of review on a form prescribed by the state tax commission and provided by the township assessor after January 1 but before the day prior to the last day of the board of review.
- C. To be eligible for exemption under this policy, a property owner(s) shall comply with all of the following requirements on an annual basis:
  - (a). Be an owner of and occupy as a principal residence the property for which an exemption is requested. A property owner(s) shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the township assessor.
  - (b). File a claim with the board of review on a form prescribed by the state tax commission and provided by the township assessor accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year. If a person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return. The filing of a claim under this subsection constitutes an appearance before the board of review for the

purpose of preserving the claimant's right to appeal the decision of the board of review regarding the claim.

- (c). Produce a valid driver's license or other form of identification if requested by the supervisor or board of review.
- (d). Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
- (e). Meet the income and asset guidelines provided in this policy.

D. To be eligible for exemption under this policy, a property owner(s) shall meet the federal poverty income guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902. For 2022 the federal poverty income guidelines are as follows:

| <u>Size of Family/Household</u> | <u>Maximum Total Income</u> |
|---------------------------------|-----------------------------|
| 1                               | \$15,060                    |
| 2                               | \$20,440                    |
| 3                               | \$25,820                    |
| 4                               | \$31,200                    |
| 5                               | \$36,580                    |
| 6                               | \$41,960                    |
| 7                               | \$47,340                    |
| 8                               | \$52,720                    |
| For each additional person add  | \$5,380                     |

E. To be eligible for exemption under this policy a person shall not own real and personal property with a fair market value greater than \$5,000. For purposes of determining the maximum asset level, the following property shall be exempt: (1) the principal residence of the property owner(s), (2) one motor vehicle regardless of use, (3) motor vehicles and other vehicles used exclusively for business purposes, and (4) the proceeds from the sale of the principal residence of the property owner(s) if the sale occurred in the previous 12 months.

F. The Elmwood Charter Township Board of Review shall follow this policy when deciding whether to granting or denying an exemption under this policy. If a property owner(s) claiming an exemption under this policy is qualified under Paragraphs D and E of this policy, the board of review shall grant the exemption in whole or in part, as follows:

- (a). A full exemption equal to a 100% reduction in taxable value for the tax year in which the exemption is granted.
- (b). A partial exemption equal to 1 of the following:
  - (i). A 75%, 50% or 25% reduction in taxable value for the tax year in which the exemption is granted.
  - (ii). As approved by the state tax commission, any other percentage reduction in taxable value for the tax year in which the exemption is granted, applied in a form and manner prescribed by the state tax commission.

YES:

NO:

RESOLUTION DECLARED ADOPTED.

ELMWOOD CHARTER TOWNSHIP

By: \_\_\_\_\_  
Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by said municipality at its regular meeting held on January 13, 2025 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: January 13, 2025

\_\_\_\_\_  
Connie M. Preston, Clerk

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

Date: January 7, 2025

RE: Capital Improvement Plan (CIP)

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The Michigan Planning Enabling Act requires the Planning Commission to draft a Capital Improvement Plan (CIP) for the Township Board. Included in the CIP are any projects, structures, equipment, or expenditures that are over \$10,000 and will last for more than a year. Below is the process for approval.

1. Department Heads submit projects for the next 6-7 years
2. List of Projects is compiled
3. Planning Commission reviews the projects and determines compliance with the Master Plan or other appropriate plan. The Planning Commission may call upon officials to explain project(s) as needed
4. Planning Commission hold Public Hearing on draft CIP (October 24, 2023)
5. Planning Commission makes recommendation to the Township Board (October 24, 2023 the Planning Commission unanimously recommended approval of the CIP to the Township Board.)
6. **WE ARE HERE** – Township Board reviews and adopts. Township Board may make changes as necessary

This plan may look familiar as you had a copy of it for your budget hearing back in November.

IF you approve of the draft plan, please use recommended motion:

**Motion to approve and adopt the Charter Township of Elmwood Capital Improvement Plan 2025-2031.**

# Charter Township Of Elmwood

Capital Improvement Plan  
2025-2031

**DRAFT**

Public Hearing: November 13, 2024

Adopted by Township Board: TBD

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

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

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

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

Upon completion of the draft, the Planning Commission held a public hearing on 11/13/2024 to obtain additional public comment. Following the public hearing the Planning Commission made a recommendation on the plan and forwarded the completed plan to the Township Board for review and adoption.

## **Existing Facilities**

### **Lincoln Road Campus**

#### *Township Hall*

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

#### *Fire Hall*

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

#### *Upper Pavilion*

Located near the Township Hall and shares parking with the Hall. Picnic pavilions that contains restrooms. Available to rent to the public.

#### *Lower Pavilion*

Located near the corner of Cherry Bend and Avondale. Contains restrooms.

#### *Soccer Fields*

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

#### *Baseball Fields*

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

#### *Playground*

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

#### *Tennis Court*

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

### **Cherry Bend Campus**

#### *Old Fire Hall*

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

### **Greilickville Campus**

#### *Harbormaster Building*

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

*Old Marina Public Bathroom*

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

*Picnic Pavilion*

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

*Boater's Bathroom*

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

*Large Pavilion*

The large pavilion is located in the Greilickville Harbor Park, near the parking lot. It contains restrooms and a picnic pavilion. The pavilion is available to rent.

*Small Pavilion*

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

**Brewery Creek**

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

**Greilickville Water**

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

**Timberlee Water**

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

**Greilickville Sewer**



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

**Cedar Lake Dam**

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

**DeYoung Natural Area**

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

DRAFT

**FUTURE PROJECTS**

**Anticipated to be completed in 2025**

| <b><i>Project Name &amp; Description</i></b>   | <b><i>Estimated Cost</i></b> | <b><i>Contributing Fund</i></b> | <b><i>In Approved Plan</i></b>                         | <b><i>Status</i></b>   |
|--|------------------------------|---------------------------------|--|--|
| <u>Marina Phase 3</u> . Phase 3a: Removal of 3 existing buildings, vertical extension of existing seawall, additional seawall construction. Phase 3b: Boater's Bath Facility. Phase 3c: parking, landscaping, and amenities (street features, patios).   | \$4,000,000-<br>\$5,000,000  | Marina/<br>Waterways<br>Grants  | Marina Master<br>Plan and Parks and<br>Recreation Plan | Grant funds awarded<br>through Waterways.<br>Project currently underway<br>and expected to be<br>completed Spring/Summer<br>2025.  |
| <u>Timberlee Water Tank Replacement</u> . EGLE has flagged existing infrastructure and improvements are needed. On 10/9/23, the Township Board voted to move forward with pursuing improvements involving replacing the existing hydropneumatics tanks with 2 small new hydropneumatics tanks. | \$787,000                    | Bond / Special<br>Assessment    |  | This was estimated to be<br>completed in 2024; the<br>Township is currently<br>waiting on the tanks.   |
| <u>Marina Storage Garage</u> . Removal of existing storage garage is funded as part of Marina Phase 3, but will need a place to store equipment.   | \$50,000-\$80,000            | Marina                          | No   | Twp has engaged in<br>conversations with TART<br>on possible cost-share/use<br>opportunities. Also<br>possible to coordinate with<br>Fire Department and<br>Grounds for cost/needs<br>sharing. |
| <u>Marina Fire Suppression System</u> . Repair, or replacement, as necessary.  | \$50,000                     | Marina                          | No   |  |
| <u>Dinghy Launch</u> . Located at the south end of the Marina.   | \$10,000                     | Marina                          | No   |  |
| <u>Marina WiFi</u> . Upgrade internet infrastructure at the Marina.  | \$38,000                     | Marina                          | No   |  |
| <u>Purchase of new ambulance</u> . Cost includes power lift and power cot which are in hand.   | \$450,000                    | Fire                            |  | 4/10/23; Board approved<br>purchase in 2023; it has  |

Elmwood Township CIP 2025-2031

|   |                             |                |                                  |  |
|---|-----------------------------|----------------|----------------------------------|--|
| <p><u>Cherry Bend Playground Improvements.</u> Aging equipment needs to be replaced with safe, accessible play equipment.</p>   | <p>\$50,000</p>             | <p>Grounds</p> | <p>Parks and Recreation Plan</p> | <p>been ordered and estimated delivery is Fall/Winter of 2025.</p>   |
| <p><u>Marina Security System.</u> Currently insufficient security onsite. As the area becomes more populated, it is necessary to have an appropriate system in place.</p>                               | <p>\$16,500 - \$20,000</p>  | <p>Marina</p>  |                                  | <p>Some smaller, new equipment has been purchased; will be installed late 2024 or in spring 2025</p>                           |
| <p><u>Onsite Fuel Storage Tanks.</u> Existing commercial source for fuel is not as reliable as it should be due to congestion, anticipated construction, and operating hours.</p>                       | <p>\$12,000</p>             | <p>Fire</p>    |                                  | <p>Fire Dpt working on a reliable cost estimate to put before Board. Push to 2025</p>  |
| <p><u>Fire Station Carpet/Flooring.</u> Replacement all carpet in station. Repair/replace tile flooring.</p>  | <p>\$15,000</p>             | <p>Fire</p>    | <p>No</p>                        |  |
| <p><u>Fire Station Entrance – Security.</u> Add interior wall and door to create a secure entrance foyer for public, isolating the space from crew quarters.</p>  | <p>\$12,000</p>             | <p>Fire</p>    | <p>No</p>                        |  |
| <p><u>Fire Department Utility / Chief's Vehicle.</u> Add a pickup/SUV style vehicle to fleet for command and control, supplemental equipment needs, crew transport, and trailer towing (ATV, boat).</p> | <p>\$80,000 - \$100,000</p> | <p>Fire</p>    | <p>Consultant Report</p>         |  |
| <p><u>Fire Department UTV.</u> Overdue replacement of underpowered UTV for wildland fire and remote response.</p>   | <p>\$40,000</p>             | <p>Fire</p>    |                                  | <p>Quotes have been prepared and presented to the Board. Anticipated purchase in 2025 after further discussion with Board.</p> |

**Anticipated to be completed in 2026**

| <b><i>Project Name &amp; Description</i></b>  | <b><i>Estimated Cost</i></b> | <b><i>Contributing Fund</i></b> | <b><i>In Approved Plan</i></b> | <b><i>Status</i></b>   |
|---|------------------------------|---------------------------------|--------------------------------|--|
| <u>Tanker 1 (121)</u> . Replacement of existing truck that has become obsolete and is older than recommended by NFPA. Included in Fire and EMS Assessment. Vehicle pricing has gone up significantly and long manufacturing times are delaying deliveries.        | \$500,000                    | Fire                            | Consultant Report              | Fire Dpt has attempted AFG grant, which was not funded. Attempting other grant opportunities, but likely will need to fund in-house. |
| <u>Cherry Bend Sidewalks</u> . Sidewalks from M22 to Cherry Bend Park. Preliminary cost estimates include 3 pricing options. Township has not yet determined which option to move forward with.   | \$445,000 - \$2,089,000      | TTCI (MPO) / General Fund       | Parks and Recreation Plan      | Twp is working with Networks Northwest on TAP Grant  |
| <u>Fiberglass Pump Boxes for A, B, &amp; C Docks</u> These boxes hold the compressors for the Bubbler System that is used during the winter.  | \$10,000                     | Marina                          | No                             |  |
| <u>Cherry Bend Park Trailhead</u> . Trail connection to Cherry Bend sidewalk from trail along Cherry Bend (also anticipated to be completed in 2026). Improvements to the park would also include additional parking, safety improvements, and pickleball courts. | \$800,000                    | Grants, General Fund            | Parks and Recreation Plan      | Township has hired consultant to prepare conceptual plan.  |
| <u>Fire Station - Truck Ramp Repair/Replacement</u> . Repair or replace front and rear ramps due to deterioration and subsurface issues.  | \$100,000                    | Fire                            | No                             |  |

**Anticipated to be completed in 2027**

| <b><i>Project Name &amp; Description</i></b>  | <b><i>Estimated Cost</i></b> | <b><i>Contributing Fund</i></b> | <b><i>In Approved Plan</i></b> | <b><i>Status</i></b> |
|---|------------------------------|---------------------------------|--------------------------------|----------------------|
| <u>A-Dock Replacement</u> . Per Harbormaster, this dock has outlived its expectancy life by a few years. The dock could last another few years, or it could significantly degrade over a bad winter | \$1,250,000 - \$1,500,000    | Marina                          |                                |                      |

Elimwood Township CIP 2025-2031

|  |   |                       |        |                   |  |
|--|---|-----------------------|--------|-------------------|--|
|  | <u>Electric Pedestal Replacement for 150 slips.</u>   | \$200,000 - \$300,000 | Marina | No                |  |
|  | <u>Second Cardiac Monitor.</u> Ensure both ambulances have cardiac monitors. Contingent of EFD obtaining ALS status.                                      | \$60,000              | Fire   | No                |  |
|  | <u>Engine 2 (112).</u> Replacement of existing truck that has become obsolete and is older than recommended by NFPA. Included in Fire and EMS Assessment. | \$500,000             | Fire   | Consultant Report |  |

Anticipated to be completed in 2028

| <i>Project Name &amp; Description</i>   | <i>Estimated Cost</i> | <i>Contributing Fund</i> | <i>In Approved Plan</i> | <i>Status</i> |
|---|-----------------------|--------------------------|-------------------------|---------------|
| Fire/Rescue Boat. Add "bay worthy" vessel to fleet for fire suppression on the water and within the marinas. Boat capable of rescue, dive, and search operations. | \$300,000             | Fire/General/Marina      | No                      |               |

Anticipated to be completed in 2029

| <i>Project Name &amp; Description</i> | <i>Estimated Cost</i> | <i>Contributing Fund</i> | <i>In Approved Plan</i> | <i>Status</i> |
|---------------------------------------|-----------------------|--------------------------|-------------------------|---------------|
|                                       |                       |                          |                         |               |

Anticipated to be completed in 2030

| <i>Project Name &amp; Description</i> | <i>Estimated Cost</i> | <i>Contributing Fund</i> | <i>In Approved Plan</i> | <i>Status</i> |
|---------------------------------------|-----------------------|--------------------------|-------------------------|---------------|
|                                       |                       |                          |                         |               |

Anticipated to be completed in 2031

| <i>Project Name &amp; Description</i> | <i>Estimated Cost</i> | <i>Contributing Fund</i> | <i>In Approved Plan</i> | <i>Status</i> |
|---------------------------------------|-----------------------|--------------------------|-------------------------|---------------|
|                                       |                       |                          |                         |               |

Anticipated to be in future plan

| <b>Project Name &amp; Description</b>   | <b>Estimated Cost</b> | <b>Contributing Fund</b> | <b>In Approved Plan</b>      | <b>Status</b>  |
|---|-----------------------|--------------------------|------------------------------|--|
| <u>Fire Station/Quarter Improvements.</u> Add space for additional staffing, offices, and storage.  | \$200,000             | Fire                     | Consultant Report            |  |
| <u>Timberlee Water Main Extension</u>   | \$450,000             | Timberlee Water          | Reliability Study            |  |
| <u>Greilickville Water Main Extension</u>   | \$2,800,000           | Greilickville Water      | Reliability Study            |  |
| <u>D-Dock addition.</u> Addition of a new dock to the north of our furthest bottomland, adding 18-30 new seasonal slips.  | \$1,400,000           | Marina                   |                              |  |
| <u>Timberlee Ground/Elevated Storage</u>  | \$1,800,000           | Timberlee Water          | Timberlee Reliability System |  |
| <u>Marina Truck.</u>  | \$40,000 - \$50,000   | Marina                   | No                           |  |
| <u>Fish Station Grinder.</u> Disposing of fish remains will likely require installation of a commercial grinder at the Fish Cleaning Station.                                 | \$60,000              | Marina                   | No                           |  |
| <u>Harbor Signage.</u> Dock numbering, harbor entrance and egress, no-wake.   | \$20,000              | Marina                   | No                           |  |
| <u>Brewery Creek Lighting and Security</u>  | \$20,000              | Marina                   | No                           |  |
| <u>Review of Township Facilities.</u> Examine roofs of all Township buildings. Examine all parking lots and prepare cost estimate of repair/replacement.                      |                       | General Fund             | No                           |  |
| <u>Ambulance.</u>   | \$400,000             | Fire                     |                              | Annually review ambulance and prepare to purchase new one to replace oldest ambulance at a later date. |
| <u>Additional land acquisition.</u> As needs of the Township and surrounding community grow, the Township should identify parcels that could be acquired for public services. |                       |                          |                              |  |

Elmwood Township Fire and Rescue Department  
**FIRE/EMS ATV GUIDING SPECIFICATIONS / NOTES**

**CHASSIS**

**Drivetrain.** The drivetrain and components shall be capable of operating without excessive strain in uneven and soft terrain. The vehicle shall be able to operate off-road and have a selectable locking rear differential axle.

**Rollover Protection.** The chassis shall meet OSHA 1928.53 for rollover performance requirements.

**Seating Capacity.** The unit shall provide seating for a minimum of three (3) responders. Seat belts shall be provided for each seated position.

**Doors.** Doors or other devices (net) shall be provided to help keep occupants within the cab in the event of a rollover.

**Windows.** The windshield shall be constructed of tempered glass. Tilt-out feature may be considered.

**Roof.** A full roof panel shall be installed to provide overhead protection from weather and light debris.

**Measurements.** Unit with skid must fit within a 7' X 14' tandem axle trailer.

**SKID UNIT**

**Water Tank.** The tank shall have a minimum capacity for 50 U.S. gallons. The tank shall be equipped with a top vented fill tower and a lower drain, allowing complete draining of the tank.

**Fire Pump.** The unit shall be equipped with a Honda GX200 – 6HP fire pump capable of delivering 80gpm at 50psi. The pump shall be self-priming and able to pump at no less than a 120psi maximum pressure. The pump fire pump shall be equipped with a low oil cut-off switch. Pump may be recoil or electric start.

**Intakes/Drafting.** The fire pump shall have an additional intake, capable of drafting operations. Drafting hose and strainer/foot shall be provided by manufacturer.

**Booster Reel.** A booster reel with a minimum of 50 feet of ¾" solid rubber hose shall be plumbed to the fire pump. A shut-off or other control valve shall be placed between the pump discharge and booster reel to isolate its operation. Rewind may be manual or electric.

**Discharges.** A minimum of one (1) added discharge shall be provided. The discharge shall be 1 ½" NH thread, have an independent shutoff, and be easily accessible.

**Storage / Compartments.** At least one (1) compartment will be provided capable of storing spare nozzles, (3) 50' rolls of 1" forestry hose, spanner wrenches, bottled water, etc.

**Stokes (Litter) Area.** The skid unit will provide an area designed to keep or secure a Stokes Basket or litter.

## **ELECTRICAL**

**Head and Taillights.** The vehicle will come standard with headlights capable of high and low settings. Taillights will be unobstructed and clearly visible from the rear.

**Scene Lights.** Secondary forward illumination will be provided by a LED hi-lumen light (2000 > lumen), mounted below the roof line or in the front bumper area.

**Work Area Lights.** Two (2) LED lights are to be mounted facing the rear of the vehicle. The lights must be capable of providing adequate light for working behind the vehicle. The lights should be capable of positioning to angle out from the vehicle as well.

**Emergency Lights and Radio.** The vehicle must be capable of powering a small LED emergency light bar and mobile 800Mhz radio base and microphone.

## **ACCESSORIES**

**Hood Rack.** The vehicle will be equipped with a frame-style rack that covers the hood area. The rack must be corrosion resistant, provide protection to the hood, and capable of supporting equipment loads up to 100lbs.

**Rear ("Headache") Rack.** The vehicle will be equipped with a frame-style rack that covers the rear window area. The rack must be corrosion resistant, provide protection to the occupants, and designed for mounting tools and other accessories.

**Winch.** The vehicle will have a winch installed in the front bumper, designed at minimum for recovering the vehicle. The winch will have a fairlead and can be worked remotely from the vehicle cab.

**Markings / Decals.** The vehicle should have space for EFD decals showing "Elmwood Twp FD" and unit number "181", visible on both sides and easily read from a distance.





Polaris Sales Inc., Medina, MN 55340  
 gov.info@polaris.com  
 Phone: 866-468-7783 Fax: 763-847-8288  
 www.polaris.com/gov

**QUOTE**

**Contact Information**

Name: Alex Werly  
 Email: awerly@elmwoodfire.org  
 Phone: 2319411647  
 Fax:  
 Bill To: Elmwood Twp. Fire & Rescue  
 10090 E Lincoln Rd  
 Traverse City, MI 49684  
 Ship To: Elmwood Twp. Fire & Rescue  
 10090 E Lincoln Rd  
 Traverse City, MI 49684

Quote Number: QUO-60721-F5Q8H3  
 Revision #: 0  
 Date: 8/21/2024 2:10 PM  
 Quote Expires: 9/20/2024  
 Contract Name: Polaris Direct  
 Contract #:  
 Expiration Date:  
 Cage: 3FP69  
 Duns#: 123399383  
 Tax ID#: 41-1921490  
 Customer#:

| Freight                                   | Delivery Terms | Payment Terms  | Payment Methods                  |
|---|----------------|----------------|----------------------------------|
| FOB Origin<br>US Continental (CONUS) Only | 180 Days       | Prepay - Other | Visa<br>Mastercard<br>Wire Check |

| Item #      | QTY | Description  | MSRP        | Discount Price | Extended    | Install Amount |
|-------------|-----|--|-------------|----------------|-------------|----------------|
| R25RRE99AS  | 1   | RANGER XP 1000<br>Premium - Sunset Red - 49<br>State                     | \$20,999.00 | \$20,240.92    | \$20,240.92 | \$0.00         |
| 2890526     | 1   | Full Size Poly Sport Roof<br>Premium Liner                               | \$219.99    | \$188.40       | \$188.40    | \$37.50        |
| 2889020     | 1   | Full-Size Tip-Out Glass<br>Windshield                                    | \$1,475.00  | \$1,198.98     | \$1,198.98  | \$75.00        |
| 2889814-070 | 1   | Full-Size Poly Front Half<br>Doors                                       | \$1,799.99  | \$1,541.55     | \$1,541.55  | \$150.00       |
| 2889693     | 1   | Full-Size Polaris Dual Speed<br>Pro HD 6000 LB Winch<br>(synthetic rope) | \$979.99    | \$839.29       | \$839.29    | \$75.00        |
| 2890233     | 1   | Full-Size Headache Rack  | \$399.99    | \$342.56       | \$342.56    | \$75.00        |



Polaris Sales Inc., Medina, MN 55340  
 gov.info@polaris.com  
 Phone: 866-468-7783 Fax: 763-847-8288  
 www.polaris.com/gov

**QUOTE**

|   |                       |                      |                                  |
|---|-----------------------|----------------------|----------------------------------|
| <b>Freight</b>                            | <b>Delivery Terms</b> | <b>Payment Terms</b> | <b>Payment Methods</b>           |
| FOB Origin<br>US Continental (CONUS) Only | 180 Days              | Prepay - Other       | Visa<br>Mastercard<br>Wire Check |

| Item #  | QTY | Description                       | MSRP     | Discount Price | Extended | Install Amount |
|---------|-----|-----------------------------------|----------|----------------|----------|----------------|
| 2890583 | 1   | Full-Size Front Hood Storage Rack | \$379.99 | \$325.43       | \$325.43 | \$75.00        |

Comments:

|                 |             |
|-----------------|-------------|
| <b>SUBTOTAL</b> | \$24,677.13 |
| <b>INSTALL*</b> | \$487.50    |
| <b>FREIGHT</b>  | \$0.00      |
| <b>TAX</b>      | \$0.00      |
| <b>TOTAL</b>    | \$25,164.63 |

Vehicle model year and color are subject to change dependent upon delivery date.

**Acceptance and Payment Information**

To accept the above quotation, please provide a purchase order via email ([gov.info@polaris.com](mailto:gov.info@polaris.com)) and include the following:

- Bill to Address
- Billing Phone Number
- Ship to Address
- Point of Contact for Delivery
- Point of Contact E-Mail
- Point of Contact Phone
- Quote Number
- Alternate Point of Contact (Required)

If you would like to submit payment via credit card, please call (866) 468-7783 to process payment during our hours of operation from 8:30 AM to 4:30 PM CST Monday through Friday. We accept Visa, Mastercard & American Express.

**CLASSIC MOTOR SPORTS**  
**3939 S BLUE STAR DRIVE**  
**TRAVERSE CITY MI 49685 8707**  
**(231)943-9344**

978.000  
*to*  
*Five*

ELMWOOD TOWNSHIP FIRE DEPT

Buyer's Order

12/10/2024  
 Order No. 26337  
 Salesman JAMEY BROWN

10090 E LINCOLN RD  
 TRAVERSE CITY MI 49684

231-941-1647

231-941-1647

AWERLY@ELMWOODFIRE.ORG

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed however, that neither you nor the manufacturer will be liable for failure to make delivery.

| Year     | Make    | Model                          | Serial No.        | Stock No. | Dealer Retail Price |
|----------|---------|--------------------------------|-------------------|-----------|---------------------|
| New 2025 | POLARIS | RANGER XP 1000 PREMIUM, SUNSET | 4XARRE997S8768646 | 768646    | \$20,999.00         |

0

SUNSET RED

|                          |                    |
|--------------------------|--------------------|
| Manufacturer Base Price  | \$20,999.00        |
| Manufacturer Options (M) | \$0.00             |
| Customer Savings         | (\$1,750.00)       |
| <b>Customer Price</b>    | <b>\$19,249.00</b> |
| Freight                  | \$1,130.00         |
| Dealer Added Options (D) | \$0.00             |
| Customer Added Options   | \$0.00             |
| Dealer Prep              | \$228.00           |
| <b>Unit Subtotal</b>     | <b>\$20,607.00</b> |

Notes:

- 2889695 4500 LB WINCH 719.99
- 2882911 POLY SPORT ROOF 449.99
- 2889021 GLASS FIXED WINDSHIELD 899.99
- 2889788 LIGHTBAR 169.99
- 2883230 HARNESS 119.99
- 2890233 HEADACHE RACK 399.99
- 2882690 HOOD RACK 379.99
- 289002 H/D REAR SHOCKS 699.99
- 2883230 HARNESS 119.99
- 2889794 X2 POD 199.99
- 2879860 Y-LIGHT HARNESS 19.99

TOTAL PARTS 4179.89  
 INSTALL 1128.99  
 TOTAL INSTALLED 5308.88

|  |                    |
|--|--------------------|
| UCC Filing                               | \$0.00             |
| Title Fee                                | \$11.00            |
| Transfer Fee                             | \$0.00             |
| Registration/Plate                       | \$0.00             |
| Service Contract                         | 0 \$0.00           |
| Theft Protection                         | 0 \$0.00           |
| Battery Warranty                         | 0 \$0.00           |
| GAP Contract                             | 0 \$0.00           |
| Tire & Wheel Contract                    | 0 \$0.00           |
| Appearance Protection                    | 0 \$0.00           |
| Taxable Sale P&A                         | \$5,308.88         |
| Non-Taxable P&A                          | \$0.00             |
| License/Registration Fees                | \$0.00             |
| Processing Fee                           | \$198.00           |
| Member Fee                               | \$0.00             |
| Sales Tax                                | \$0.00             |
| <b>Cash Price</b>                        | <b>\$26,124.88</b> |
| Trade Allowance                          | \$0.00             |
| Payoff                                   | \$0.00             |
| Net Trade                                | \$0.00             |
| <b>Net Sale (Cash Price - Net Trade)</b> | <b>\$26,124.88</b> |
| Cash Down Payment                        | \$0.00             |
| <b>Amount to Pay/Finance</b>             | <b>\$26,124.88</b> |

Trade In/Transfer Reg Info

NOTICE TO PURCHASER:

THIS PURCHASE AGREEMENT IS A BINDING CONTRACT, AND UNLESS OTHERWISE NOTED, THE DEPOSIT IS NONREFUNDABLE TO THE PURCHASER. IF DEALER IS ARRANGING FINANCING FOR PURCHASER AND THE PURCHASER COMPLETES A CREDIT APPLICATION CONCURRENT WITH THE DEPOSIT, THE DEPOSIT WILL BE REFUNDED TO THE PURCHASER IF DEALER IS UNABLE TO OBTAIN SUCH FINANCING FOR THE PURCHASER. THE DEPOSIT IS ALSO REFUNDABLE IF DEALER IS UNABLE TO OBTAIN THE VEHICLE/EQUIPMENT INCLUDED IN THIS PURCHASE AGREEMENT. PURCHASER IS RESPONSIBLE FOR ALL COST INCURRED BY THE DEALER IN ENFORCING THIS CONTRACT, INCLUDING ALL COLLECTION AND LEGAL FEES. AT THE DEALER'S DISCRETION, PURCHASER AGREES TO SUBMIT TO BINDING AND FINAL ARBITRATION ALL CLAIMS, DISPUTES, DEMANDS, CAUSES OF ACTION OR CONTROVERSIES AGAINST DEALER RELATED TO THIS SALE, FINANCING OF THIS SALE, OR ANY AND ALL ASPECTS OF MERCHANTABILITY, WARRANTY OR PERFORMANCE OF THE VEHICLE/EQUIPMENT SUBJECT TO THIS SALE. THE ARBITRATION SHALL BE CONDUCTED BY ONE IMPARTIAL ARBITRATOR SELECTED FROM A LIST OF ARBITRATORS PROVIDED BY THE AMERICAN ARBITRATION ASSOCIATION, AND THE COST ASSOCIATED WITH ARBITRATION UNDER THIS AGREEMENT SHALL BE PAID FOR BY THE LOSING PARTY AS DETERMINED BY THE ARBITRATOR.

TRADE IN NOTICE:

CUSTOMER REPRESENTS THAT ALL TRADE IN UNITS DESCRIBED ABOVE ARE FREE OF ALL LIENS AND ENCUMBRANCES EXCEPT AS NOTED.

Customer Signature

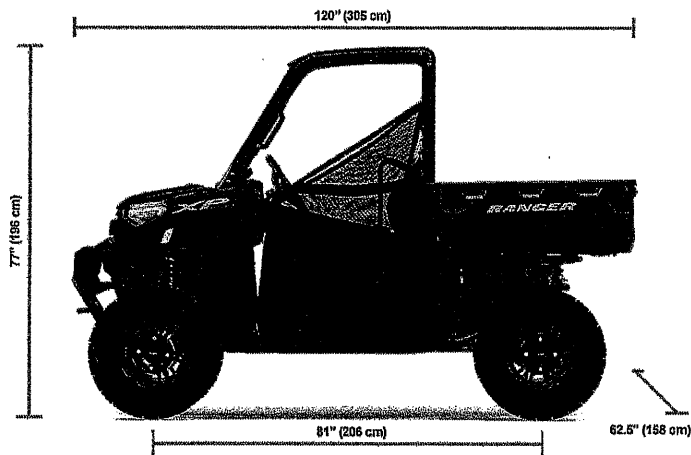
*Keith Tompa*

Dealer Signature

Thank you from all of us at Classic Motor Sports!!

24129081

# RANGER XP 1000 Premium Super Graphite with Orange Burst Accents



## Key Specifications

**82**

HP

**62.5"**

WIDTH

**13"**

GROUND CLEARANCE

## ENGINE & DRIVETRAIN

|                             |   |
|-----------------------------|---|
| Cooling                     | Liquid  |
| Cylinders Displacement      | 999cc   |
| Drive System Type           | High Performance On-Demand True AWD/2WD/VersaTrac Turf Mode |
| Engine Braking System (EBS) | Not Equipped  |
| Engine Type                 | 4-Stroke Twin Cylinder DOHC                                 |
| Fuel System/Battery         | Electronic Fuel Injection                                   |
| Horsepower                  | 82 HP   |
| Transmission/Final Drive    | Automatic PVT H/L/N/R/P; Shaft                              |

## DIMENSIONS

|                                  |   |
|----------------------------------|---|
| Bed Box Dimensions (L x W x H)   | 36.75 x 54.25 x 12.5 in (93.3 x 137.8 x 31.75 cm)     |
| Box Capacity                     | 1,000 lbs (453.6 kg); California 600 lb (272.2 kg)    |
| Dry Weight                       | 1,625 lb (737 kg)                                     |
| Fuel Capacity                    | 11.5 gal (43.5 L)                                     |
| Ground Clearance                 | 13 in (33 cm)   |
| GVW                              | 3,600 lb (1,632.9 kg)                                 |
| Hitch Towing Rating              | 2,500 lb (1,134 kg)                                   |
| Hitch Type                       | Standard 2 in (5 cm) Receiver                         |
| Overall Vehicle Size (L x W x H) | 120 x 62.5 x 77 in (305 x 158 x 196 cm)               |
| Payload Capacity                 | 1,500 lb. (680.4 kg); California 1,100 lb. (498.9 kg) |
| Person Capacity                  | 3   |

|           |                |
|-----------|----------------|
| Wheelbase | 81 in (206 cm) |
|-----------|----------------|

## BRAKES

|                   |  |
|-------------------|--|
| Front/Rear Brakes | 4-Wheel Hydraulic Disc with Dual-Bore Front Calipers |
| Parking Brake     | Park In-Transmission                                 |

## ADDITIONAL SPECIFICATIONS

|                           |  |
|---------------------------|--|
| Adjustable Driver Seat    | Standard   |
| Cargo System              | Lock & Ride®   |
| Color / Graphics          | Super Graphite with Orange Burst Accents   |
| Electronic Power Steering | Standard   |
| Instrumentation           | Dual-sweep Analog Dials w/ 4" LCD Rider Information Center: User Selectable Blue/Red Backlighting & Brightness, Programmable Service Intervals, Speedometer, Tachometer, Odometer, Tripmeter, Clock, Hour Meter, Gear Indicator, Fuel Gauge, Coolant Temperature, Voltmeter, Service Indicator and Codes, Seat Belt Reminder, 1 DC Outlet, 1 USB Charge Port |
| Lighting                  | Dual LED Headlamps, 1250 lm Low Beam, 2300 lm High Beam, Dual LED Taillamps  |
| Other Standard Features   | Premium Cut & Sew Seats with Contoured Seatbacks and Embroidered Polaris Branding, Premium Steering Wheel and Interior Accents, Polaris Pulse Electrical System (6 position), Standard In-Dash SAE Charge Port, NFC Front Badge  |
| RIDE COMMAND+             | Available  |
| Tilt Steering             | Standard   |

## TIRES / WHEELS

|                 |                                 |
|-----------------|---------------------------------|
| Front Tires     | 27 x 9-14; Pro Armor X-Terrain  |
| Rear Tires      | 27 x 11-14; Pro Armor X-Terrain |
| Tire Ply Rating | 8 Ply Rated                     |
| Wheels          | 14" Aluminum                    |

## SUSPENSION

|                  |  |
|------------------|--|
| Front Suspension | Dual A-Arm 11 in (27.9 cm) Travel      |
| Rear Suspension  | Dual A-Arm, IRS 11 in (27.9 cm) Travel |
| Turning Radius   | 13.3 ft (406.4 cm)                     |

### COUNTER SALE ESTIMATE

**Heritage Fire Equipment**  
 2162 Cloverleaf Street East  
 Columbus, OH 43232  
 info@heritagefireequipment.com  
 844-730-5100



**CS: 213985**  
**Date: 12/24/2024**

**Customer:** Elmwood Township Fire Department

| Terms  | Due Date | Unit | Purchase Order |
|--------|----------|------|----------------|
| Net 15 | 1/8/2025 |      | Quote          |

| Line                                   | Part #        | Description  | UOM | Quantity | Rate       | Amount      |
|--|---------------|--|-----|----------|------------|-------------|
| 1                                      | 2300.003-02   | Skid Unit, QTAC, 70EMS-L, High Pressure Waterax Versax 6 2-Stage, Electric Reel, 3/4" x 75' Hose, Brass Bulls Eye, Red | ea  | 1        | \$9,595.00 | \$9,595.00  |
| 2                                      | 2250.025-02   | Riser, QTAC, For use with an EMS skid in a 2018+ Polaris Ranger  |     | 1        | \$185.00   | \$185.00    |
| 3                                      | 2250.021-02   | Draft Kit, QTAC, Universal   |     | 1        | \$275.00   | \$275.00    |
| 4                                      | 2250.004-01   | Auxiliary Discharge, QTAC, 1.5" NH In Place of 1"  |     | 1        | \$149.00   | \$149.00    |
| 5                                      | 2250.006      | Nozzle, QTAC, Viper, 10-23gpm, Pistol Grip   | ea  | 1        | \$505.00   | \$505.00    |
| 6                                      | 2300.Shipping | Shipping, QTAC, UTV Skids, COMMERCIAL ADDRESS ONLY-NO LIFTGATE   | ea  | 1        | \$800.00   | \$800.00    |
| <b>Subtotal</b>                        |               |  |     |          |            | \$11,509.00 |
| <b>Exempt (0.0000% of \$11,509.00)</b> |               |  |     |          |            | \$0.00      |
| <b>Total</b>                           |               |  |     |          |            | \$11,509.00 |
| <b>Balance</b>                         |               |  |     |          |            | \$11,509.00 |

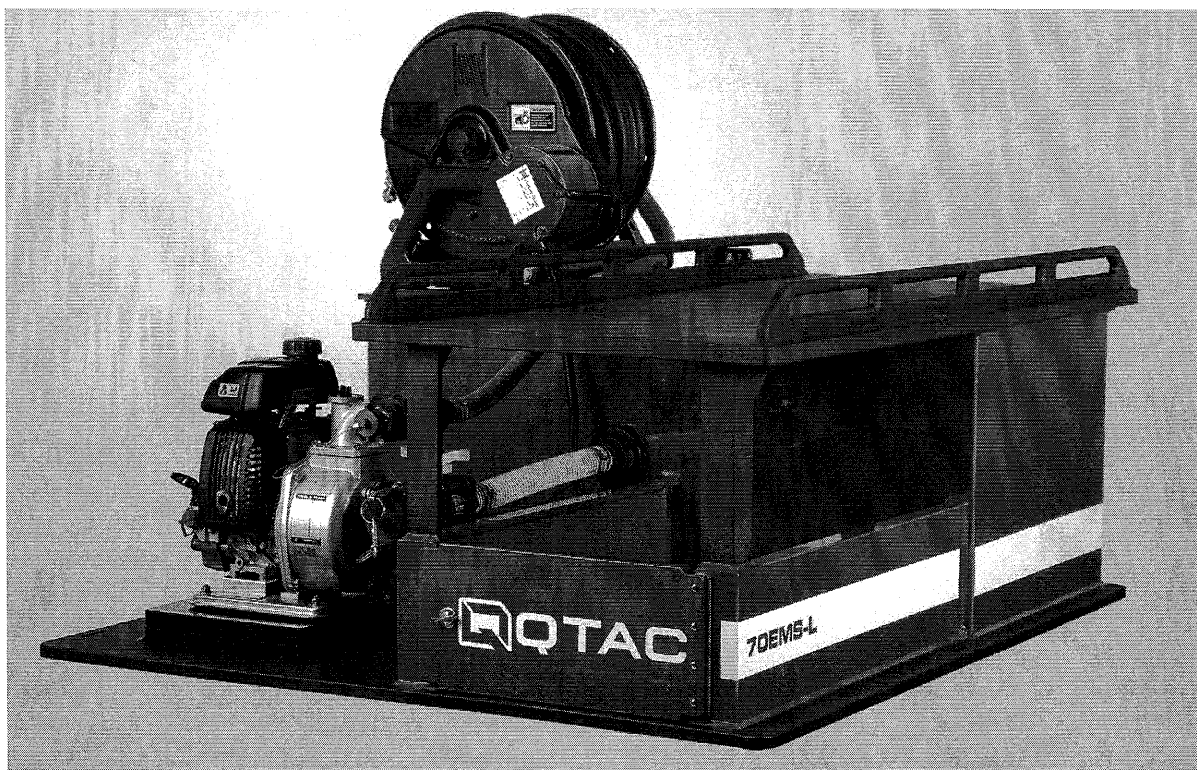
**Part and equipment estimates do not include shipping unless otherwise noted on the estimate.**

As a result of global shortages and increased costs in both labor and materials including surcharges, the above price is subject to change without notice.

This is an estimate of the parts and labor necessary to complete the repair, therefore the final price may vary. The final price may vary up to 10% above the estimate without additional customer approval to proceed. The apparatus owner is responsible for transportation and insurance on the vehicle to and from Heritage Fire Equipment. All loose equipment, unless integral to the repair of the vehicle, must be removed prior to drop off of the vehicle at Heritage Fire Equipment. I grant authorized Heritage Fire Equipment employees permission to operate the vehicle for testing, inspection, or delivery at my own risk. I agree that Heritage Fire Equipment is not responsible for loss or damage to the vehicle or articles left in the vehicle in case of theft, fire or other causes beyond our control. All vehicles must be removed within 5 business days following notice of completion of work. Vehicles left on the property past 5 business days are subject to a \$250 per day storage fee. The performance of this estimate/contract on behalf of Heritage Fire Equipment shall be contingent upon acts of God, flood, fire, warfare, government laws or regulations, electrical failure, strikes by suppliers, and/or conditions beyond its control. A 30% restocking fee will be added to all returned parts. All credit card payments will carry a \$0.15 plus 3.5% service charge. Call 844-730-5100 x114 to pay via credit card.



## Model 70EMS-L UTV Fire Skid Specification



A Division of MTECH, Inc.  
1072 Marauder, Suite 210  
Chico, CA 95973  
1.888.797.5100  
[www.qtacfire.com](http://www.qtacfire.com)  
[www.mtechincorporated.com](http://www.mtechincorporated.com)



# TANK

The tank shall have the following characteristics:

- MTECH PolyTough™ extrusion-welded Copolymer Polypropylene construction
- Capacity of 70 gallons of water
  - OPTION: Capacity of 75 gallons of water
  - OPTION: Capacity restrictors down to 50 gallons
- 3/8" internal baffles with interlocking design to meet NFPA standards
- Pump suction plumbed to the center of the tank with anti-cavitation device
- 1-1/2" tank drain
- 4" vented fill tower
- Site tube to gauge water level
- Flange-mounted anchor points to secure the skid unit to the bed
- Mounting pad for hose reel
- Integral storage bin with hinged access panel
- Fixed EMS platform
- OPTION: Forklift runners

# PUMP & ENGINE

The pump system shall have the following characteristics:

- Honda GXH50 2.2hp engine with recoil start and low oil sensor with Koshin 1-1/2" self-priming centrifugal pump (61 PSI Max; 73 GPM Max)
  - OPTION: Honda GX200 5.5hp engine with recoil start and low oil sensor with Waterax Versax 6 2" self-priming centrifugal pump (120 PSI Max; 105 GPM Max)
- 1-1/2" auxiliary suction (Koshin)
  - OPTION: Draft hose kit
- 2" auxiliary suction (Waterax)
  - OPTION: Draft hose kit
  - OPTION: 2" NST Suction
- 1" discharge
  - OPTION: 1-1/2" NST Discharge
- 1" gated discharge to hose reel
- 2" gated tank to pump





- 1" gated pump to tank return / fill
- All plumbing to be of either composite polypropylene, brass, or stainless steel

## FOAM

The foam system shall have the following characteristics:

- OPTION: End-of-line foam system, includes:
  - Aerating nozzle
  - ¼ turn end-of-line shut-off
- With Honda GX200 5.5hp equipped QTAC
  - OPTION: Around-the-pump foam system, includes:
    - MTECH PolyTough™ extrusion-welded Copolymer Polypropylene construction 2.5-gallon external foam reservoir
    - Threaded 6" fill well, flush mounted at top of tank with vented cap
    - Adjustable through-the-pump foam proportioner
    - Aerating nozzle
  - OPTION: 5-gallon foam reservoir

## HOSE & ASSOCIATED COMPONENTS

The hose and associated hardware shall have the following characteristics:

- 3/4" X 50' of rubber booster hose
  - OPTION: 3/4" X 75' of rubber booster hose
  - OPTION: 3/4" X 100' of rubber booster hose
  - OPTION: 3/4" X 50' Red rubber booster hose kit
- Hannay manual rewind hose reel
  - OPTION: Hannay electric rewind hose reel
- Nozzle Options:
  - Max 8 GPM brass bulls-eye with 1/4-turn shut off
  - Max 15 GPM D-ring fire-style nozzle
  - Max 18 GPM Vari-Nozzle
  - 10-23 GPM Viper Nozzle
    - OPTION: Pistol grip bale shut off



## **WEIGHTS\***

Dry weight, Koshin SEH-40H and manual hose reel: 346 lbs.

Wet weight, Koshin SEH-40H and manual hose reel: 930 lbs.

Dry weight, Waterax Versax 6 and manual hose reel: 376 lbs.

Wet weight, Waterax Versax 6 and manual hose reel: 960 lbs.

Additional weight per component:

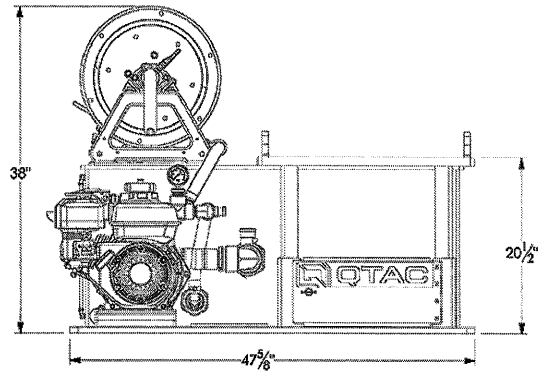
- Electric hose reel: 30 lbs.
- Around-the-Pump Foam
  - 2.5-gallon
    - Dry Weight: 7 lbs.
    - Wet Weight: 28 lbs.
  - 5-gallon
    - Dry Weight: 11 lbs.
    - Wet Weight: 53 lbs.

*\*All weights are approximate*

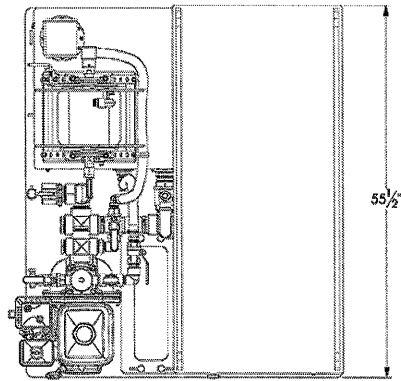


# DIMENSIONS

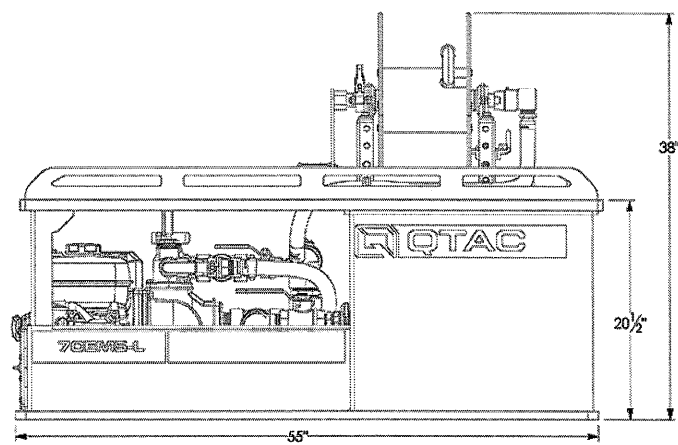
## END VIEW



## TOP VIEW



## SIDE VIEW



PICK UP:



**PEACOCK LTD.**

276 S. M-37  
BALDWIN, MICHIGAN 49304  
Phone: (231) 745-4606  
Fax: (231) 745-2795

HONDA  
YAMAHA  
KAWASAKI  
SEA DOO  
SKI DOO  
POLARIS

ARCTIC CAT  
KTM  
CAN-AM  
SPYDER  
SUZUKI

**BILL OF SALE**

096523

www.peacockltd.com

|  |        |                      |            |                |                        |
|--|--------|----------------------|------------|----------------|------------------------|
| PURCHASER FIRST<br><b>ALEX</b>               | MIDDLE | LAST<br><b>WERLY</b> | DR. LIC. # | HOME PHONE     | DATE<br><b>3/30/24</b> |
| CO-PURCHASER FIRST<br><b>FIRE DEPARTMENT</b> | MIDDLE | LAST                 | DR. LIC. # | BUSINESS PHONE |                        |
| STREET                                       |        |                      | CELL       | EMAIL          |                        |
| CITY   | STATE  | ZIP                  | COUNTY     | BIRTHDATE      |                        |

| DESCRIPTION OF PURCHASE                  |                               |                        |                        | DESCRIPTION OF TRADE-IN |          |              |
|--|-------------------------------|------------------------|------------------------|-------------------------|----------|--------------|
| <input checked="" type="checkbox"/> NEW  | YEAR<br><b>2024</b>           | MAKE<br><b>Polaris</b> | PRICE<br><b>19,260</b> | YEAR                    | MAKE     | TRADED PRICE |
| <input checked="" type="checkbox"/> USED | MODEL<br><b>RANGER XP1000</b> | SERIAL #               |                        | MODEL                   | SERIAL # |              |
| <input type="checkbox"/> NEW             | YEAR<br><b>Premium</b>        | MAKE                   | PRICE                  | YEAR                    | MAKE     | TRADED PRICE |
| <input checked="" type="checkbox"/> USED | MODEL                         | SERIAL #               |                        | MODEL                   | SERIAL # |              |

| ACCESSORIES                                |                         |         | PURCHASE AGREEMENT  |  |           |
|--|-------------------------|---------|---|--|-----------|
| 1-2882714                                  | 4500 LB Winch           | 827 99  | (Taxable) SALE PRICE  | 19,260   | 00        |
| 1-2882911                                  | Poly Roof               | 463 99  | (Taxable) FREIGHT   |  |           |
| 1-2889021                                  | GLASS W/S               | 926 99  | (Taxable) DEALER PREP   |  |           |
| 1-2889814                                  | Half Doors              | 1853 99 | (Taxable) ACCESSORIES   | 5075   | 28        |
| 1-2890233                                  | Hemlocke Rack           | 411 99  | (Taxable) ACC. INST. LABOR  | 390  | 00        |
| 1-2882690                                  | Hood Rack               | 391 99  | (Taxable) DELIVERY  |  |           |
| 1-2884299                                  | 32" Light Bar           | 957 99  | (Taxable) SUBTOTAL  |  |           |
| 1-2882904                                  | Roof Wire Kit           | 135 99  |   |  |           |
| 1-   |                         |         | SALES TAX   |  |           |
|  |                         | 5970 92 |   |  |           |
|  | Less 15%                | 8956.47 | (NON Taxable) EXTENDED SERVICE AGREE.   |  |           |
|  |                         |         | TRADE IN ALLOWANCE  |  |           |
|  |                         | 5075 28 | TRADE IN PAYOFF AMOUNT  |  |           |
|  |                         |         | Debt to be paid by Owner <input type="checkbox"/> Dealer <input type="checkbox"/> |  |           |
|  | NO Red Reason Available |         | DOCUMENTATION FEES  | 175  | 00        |
|  | TOTAL                   |         | LICENSE & TITLE TRANSFER FEES   | 11   | 00        |
|  |                         |         | <b>TOTAL</b>  | <b>24,525</b>  | <b>18</b> |
|  |                         |         | 1ST PAYMENT   | Cash <input type="checkbox"/> Loan Check <input type="checkbox"/>      |           |
|  |                         |         |   | Personal Check <input type="checkbox"/> Other <input type="checkbox"/> |           |
| <b>USED MACHINES SOLD WITH NO WARRANTY</b> |                         |         | 2ND PAYMENT   | Cash <input type="checkbox"/> Loan Check <input type="checkbox"/>      |           |
|  |                         |         |   | Personal Check <input type="checkbox"/> Other <input type="checkbox"/> |           |
|  |                         |         | 3RD PAYMENT   | Cash <input type="checkbox"/> Loan Check <input type="checkbox"/>      |           |
|  |                         |         |   | Personal Check <input type="checkbox"/> Other <input type="checkbox"/> |           |

**BALANCE DUE**

All major units (motorcycles, ATVs, snowmobiles, boats, trailers, hoists) are priced with at least a 2% discount for cash payment or financing with a bank or credit union. If a credit card is used for purchasing a major unit, it will be sold at regular price. The terms and conditions on the face side of this bill of sale comprise the entire agreement pertaining to this purchase and no other agreement of any kind, verbal understanding or promise whatsoever will be recognized. Upon failure or refusal of the purchaser to complete this agreement for any reason, all or part of the cash deposit may be retained as liquidated damages. The purchaser certifies he/she is of legal age and hereby accepts and acknowledges receipt of a copy of this bill of sale. Any value from sales promotion from a manufacturer has been deducted from sale price unless otherwise noted. Any accessories or parts that are discounted or on sale cannot be purchased with free Accessory-Purchase Dollars (i.e. Snow Check, Cat Cash, etc.)

SALESPERSON: PAUL SUITS

DEALER ACCEPTANCE  
NOT VALID UNLESS ACCEPTED BY AUTHORIZED REPRESENTATIVE

PURCHASER: \_\_\_\_\_  
CO-PURCHASER: \_\_\_\_\_

## Marina Committee

The Elmwood Township Marina Committee has been inactive for the past couple years. Our Harbormaster wanted to know if we should remove the link to it from the website. I was wondering if we wanted to continue to have a Marina Committee.

Jeff Shaw

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

PRELIMINARY

Date: 01/08/2025

Time: 1:31 pm

Page: 1

ELMWOOD TOWNSHIP

| Vendor Name                  | Vendor No. | Invoice Description            | Check No. | Check Date                  | Check Amount      |
|------------------------------|------------|--------------------------------|-----------|-----------------------------|-------------------|
| ACE HARDWARE                 | A020       | CUST#23467                     | 0         | 00/00/0000                  | <b>324.84</b>     |
|                              |            |                                |           | Vendor Total:               | <b>324.84</b>     |
| CONSUMERS ENERGY             | C040       | ACCT#1000 0031 1660            | 0         | 00/00/0000                  | <b>642.65</b>     |
|                              |            |                                |           | Vendor Total:               | <b>642.65</b>     |
| EARTHWORKS EXCAVATION, LLC   | E006       | E TIMBERWOODS PLOWING          | 0         | 00/00/0000                  | <b>2,340.00</b>   |
|                              |            |                                |           | Vendor Total:               | <b>2,340.00</b>   |
| ENVIRONMENT ARCHITECTS       | E083       | MARINA                         | 0         | 00/00/0000                  | <b>3,300.00</b>   |
|                              |            |                                |           | Vendor Total:               | <b>3,300.00</b>   |
| EPS SECURITY                 | E050       | CUST 3014247003/SERVICE AGREEM | 0         | 00/00/0000                  | <b>240.00</b>     |
|                              |            |                                |           | Vendor Total:               | <b>240.00</b>     |
| GFL ENVIRONMENTAL            | M008       | ACCT#112119662                 | 0         | 00/00/0000                  | <b>172.34</b>     |
|                              |            |                                |           | Vendor Total:               | <b>172.34</b>     |
| GRAND TRAVERSE COUNTY DPW    | G040       | ACCT#4003411                   | 0         | 00/00/0000                  | <b>81,021.27</b>  |
|                              |            |                                |           | Vendor Total:               | <b>81,021.27</b>  |
| HUNTINGTON NATIONAL BANK     | Z003       | ACCT ENDING 2407               | 0         | 00/00/0000                  | <b>1,899.65</b>   |
|                              |            |                                |           | Vendor Total:               | <b>1,899.65</b>   |
| LAND INFORMATION ACCESS ASS  | L007       | QTR FEES                       | 0         | 00/00/0000                  | <b>6,290.91</b>   |
|                              |            |                                |           | Vendor Total:               | <b>6,290.91</b>   |
| LEELANAU COUNTY TREASURER    | L060       | BOARD OF REVIEW ADJ            | 0         | 00/00/0000                  | <b>1,148.55</b>   |
|                              |            |                                |           | Vendor Total:               | <b>1,148.55</b>   |
| NETLINK                      | M185       | STAPLES FOR COPIER             | 0         | 00/00/0000                  | <b>1,686.11</b>   |
|                              |            |                                |           | Vendor Total:               | <b>1,686.11</b>   |
| PITNEY BOWES GLOBAL FINANCI# | P030       | ACCT#0012923889                | 0         | 00/00/0000                  | <b>502.35</b>     |
|                              |            |                                |           | Vendor Total:               | <b>502.35</b>     |
| PRINTING SYSTEMS INC.        | P045       | ACCT 2495/TAX FORMS            | 0         | 00/00/0000                  | <b>89.62</b>      |
|                              |            |                                |           | Vendor Total:               | <b>89.62</b>      |
| SMITH & JOHNSON, ATTORNEYS,  | S034       | SETTLEMENT ENFORCEMENT         | 0         | 00/00/0000                  | <b>80.00</b>      |
|                              |            |                                |           | Vendor Total:               | <b>80.00</b>      |
| STANLEY STEEMER OF NORTHWE   | S091       | ACCT#123936/TOWNSHIP HALL      | 0         | 00/00/0000                  | <b>375.00</b>     |
|                              |            |                                |           | Vendor Total:               | <b>375.00</b>     |
| STEVEN H. SCHWARTZ & ASSOC F | S076       | LABOR ATTORNEY                 | 0         | 00/00/0000                  | <b>170.00</b>     |
|                              |            |                                |           | Vendor Total:               | <b>170.00</b>     |
| TRAVERSE CITY LIGHT & POWER  | C093       | ACCT#00174230-5                | 0         | 00/00/0000                  | <b>27.79</b>      |
|                              |            |                                |           | Vendor Total:               | <b>27.79</b>      |
| VERIZON WIRELESS             | V014       | ACCT#682962913-00001           | 0         | 00/00/0000                  | <b>40.01</b>      |
|                              |            |                                |           | Vendor Total:               | <b>40.01</b>      |
| WADE TRIM                    | W107       | CHERRY BEND TRAIL 30% DESIGN   | 0         | 00/00/0000                  | <b>15,067.71</b>  |
|                              |            |                                |           | Vendor Total:               | <b>15,067.71</b>  |
| WELLS FARGO VENDOR FINANCI#  | W027       | #450-0155687-0001MARINA COPIER | 0         | 00/00/0000                  | <b>251.82</b>     |
|                              |            |                                |           | Vendor Total:               | <b>251.82</b>     |
| WINDEMULLER                  | W024       | MARINA WORK                    | 0         | 00/00/0000                  | <b>495.37</b>     |
|                              |            |                                |           | Vendor Total:               | <b>495.37</b>     |
|                              |            |                                |           | Grand Total:                | <b>116,165.99</b> |
|                              |            |                                |           | Less Credit Memos:          | <b>0.00</b>       |
|                              |            |                                |           | Net Total:                  | <b>116,165.99</b> |
|                              |            |                                |           | Less Hand Check Total:      | <b>0.00</b>       |
|                              |            |                                |           | Outstanding Invoice Total : | <b>116,165.99</b> |

Total Invoices: 45