

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
JULY 8, 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: Chris Mikowski, Terry Lautner, Dave Darga, Kyle Trevas, Jeff Shaw, and Connie Preston

Excused: Jordan Gallagher

Declaration of Conflict of Interest

None

Public Hearing Zoning Ordinance Amendment 2024-03, Alcohol Regulation

The public hearing was opened at 6:00 p.m. Opportunity to be heard was given to all. There were no comments made. The hearing was closed at 6:01 p.m.

Public Comment

Eric Currin

Deborah Allen

Chris Fredrickson

John C. Melichar

Consent Calendar:

Department Reports:

Treasurer

Planning/Zoning

Fire Chief

Harbormaster

Committee Reports:

Minutes:

6-10-24

6-18-24

Post Audit Invoices 6-1-24 through 6-30-24

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

Agenda approval

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS PRESENTED. Motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report and highlighted the comments that he wishes to hold open houses for residents to hear about the Cherry Bend Trail plan and Timberlee water users to be updated about the water system

Trustee Remarks

None

Engineer's Report

None

Other Officer Remarks

None

Communications from the Clerk

Clerk Preston stated she included a revenue/expenditure report through June 2024 and a copy of the audit was in everyone's boxes. She invited everyone to let her know if they had questions regarding the audit.

Old Business

None

New Business

Discovery Pier Brownfield Grant Agreement/Development Agreement

Supervisor Shaw reminded the Board that the Discovery Pier received a Brownfield grant with the Township as the applicant. Grant monies are allowed to provide for the Township to collect administrative costs for overseeing the grant. Attorney Bryan Graham reviewed the Development Agreement and requested some changes which have now been made. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS FOR THE SUPERVISOR TO SIGN BOTH THE GRANT AGREEMENT AND DEVELOPMENT AGREEMENT. The motion passed unanimously by a voice vote.

Consideration of Text Amendment 2024-03/Alcohol Regulations

Planner Sarah Clarren presented the amendment that was introduced in May but not considered in June due to a request to have a public hearing. She added that since the introduction, Attorney Graham recommended removing the last sentence of 5.5.N.2.c.iii, referring to the amount of crop that can be imported. Board members discussed if the amendment would have a negative impact on the current TC Whiskey project. The amount of work done towards substantial completion of the project was discussed and how they might be affected if they were not substantially complete. MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE LAUTNER TO TABLE THE AMENDMENT AND RE-NOTICE IT FOR CONSIDERATION AT THE AUGUST MEETING. The motion passed unanimously by a voice vote.

Marina

Time Activated Door Locks

Harbormaster Dan Jenuwine requested approval for six automated door locks for the Greilickville Harbor Park restrooms. He would like to first install just two to see if they are satisfactory. This would be a way to save labor when the marina closes by 8:00 p.m. but having to pay someone to come back to lock the restrooms. Trustee Darga did not want to spend more money until it is known how many other extra costs will be associated with the marina project.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE TREVAS TO LOCK THREE OF THE GREILICKVILLE HARBOR PARK BATHROOMS AT 8:00 PM AND LEAVE ONE BATHROOM OPEN 24/7 AND PUT APPROPRIATE SIGNAGE. The motion passed 5-1 by a voice vote with Preston voting no.

Construction Issues

Mr. Jenuwine would like to make the following changes to the construction plans:

1. Eliminate the overhead door above the sink in the new pavilion, that area can be shrink wrapped like the fish cleaning station.
2. Relocate the dumpster to the north end of the marina, getting it away from people and making it easier for the garbage hauler to maneuver.
3. Eliminate the rock wall in front of the office to make a free flow to the docks and make room for the portable showers and a bike rack.

4. Move the ramp overhead light from the north launch ramp to the southernmost to be out of the way of the crane.
5. Lay conduit for future uses such as EV chargers or ethernet cable so new pavement would not be torn up.
6. Relocate the flag pole to a more prominent location.

Supervisor Shaw will ask the architect to write up a change order with all of the requested changes.

Dan requested that the shower rental be extended because the slip holders were upset that it was only through 9/25. The Board declined to extend the rental because Centerpointe will allow our customers to use their shower and laundry facilities for the balance of the season. He would like to get a ramp to make it easier to get to the pumpout area. He will look into a local supplier. He further informed the Board that he has tabled any work on a parking gate, it's a nicety but very expensive. He had an employee checking passes on the busy days and that was a lot cheaper than \$40,000.00 for a parking gate. Temporary signs were up for Brewery Creek parking. It went well and worked perfectly for the most part. Once signs are in permanently, they will work well.

2025 Slip Rates

Dan stated that he had put together slip pricing for next year with a 3.4% increase but should perhaps add \$50.00 per slip to cover some of the amenities. He added that commercial enterprises should be paying to load passengers at our marina. Rules had not been enforced in the past but they need to pay. He feels that it should be stated in our contracts that we cannot guarantee wi-fi. He will review numbers and would like this placed on the August agenda as he would like to get contracts out much earlier than in the past.

Winter Storage at Brewery Creek

The Harbormaster recommends using Brewery Creek for winter storage and charging \$2.10 per sq foot. Because of people moving, we should have 20 spots on marina side. Marina side can be mast up. Dan stated that our 2.10 rate is below market. Trustee Darga pointed out that we do need amenities, a special use permit and security cameras for Brewery Creek storage. He reminded everyone that we are not supposed to be in competition for commercial storage. It was part of the deal when Elmwood took over the marina.

Mr. Jenuwine is working with Attorney Bryan Graham to update the slip contracts. One of the issues is the amount of insurance liability requirement for the slip holders. Bryan Graham suggested \$1,000,000 on coverage but that is more for commercial. Dan believes it's best to go from \$300,000 to \$500,000 for next year. Some slip holders may not even be able to get a \$1,000,000 policy.

July 4 sales were down and Dan believes it will be a soft year due to many factors. Marina staff will work on doing more work in house to avoid paying contractors for pest control and lawn fertilizing for example. He will work on new job classifications and wage scales because one size does not fit all

Marina Rules

Mr. Jenuwine continues to work with Attorney Graham to update the rules

Cherry Bend Park Equipment Request

Planner Sarah Clarren presented the proposal for additional play equipment at Cherry Bend Park. The Parks and Recreation Commission has been reviewing the equipment but did not provide a formal recommendation as there was no quorum at their last meeting.

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO AUTHORIZE UP TO \$44,000.00 FOR PLAYGROUND EQUIPMENT FOR YOUNGER CHILDREN. The motion passed unanimously by a voice vote.

ALS Information/Discussion

After much discussion regarding the true cost of the project and whether or not all costs had been considered for education, wages, and insurance, the following motion was made:

MOTION BY CLERK PRESTON, SECONDED BY TREASURER MIKOWSKI TO PUT ADVANCED LIFE SUPPORT MILLAGE ON THE NOVEMBER BALLOT. The motion passed 4-2 by a roll call vote with yes from Preston, Trevas, Mikowski, and Shaw and no from Darga and Lautner.

Schedule Special Meeting

There will need to be a special meeting to approve the ballot language after it is written by Township Attorney Bryan Graham.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO SCHEDULE A SPECIAL BOARD MEETING FOR JULY 23, 2024 AT 1:00 P.M.

Payment of Invoices

MOTION BY TRUSTEE DARGA, SECONDED BY TREASURER MIKOWSKI TO PAY THE INVOICES IN THE AMOUNT OF \$251,891.74. Motion passed unanimously by voice vote.

Extended Public Comment

Mary Roesner

Adjournment

Supervisor Shaw adjourned the meeting at 8:59 p.m.

DRAFT