

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph: 231.223.7322 Fax: 231.223.7117

www.peninsulatownship.com

PETER A. CORREIA
SUPERVISOR

MONICA A. HOFFMAN
CLERK

DAVID K. WEATHERHOLT
TREASURER

MARK D. AVERY
TRUSTEE

JILL C. BYRON
TRUSTEE

PENELOPE S. ROSI
TRUSTEE

WENDY L. WITKOP
TRUSTEE

PENINSULA TOWNSHIP BOARD

June 28, 2016

7:00 p.m.

2nd Regular Meeting – Township Hall

1. **Call to Order**
2. **Pledge**
3. **Roll Call**
4. **Approve Agenda**
5. **Brief Citizen Comments – for items not on the Agenda**
6. **Conflict of Interest**
7. **Business**
 1. Land Information Access Association Presentation on Recording Meetings
 2. Sign SAD Maintenance Agreement with Grand Traverse County Road Commission
 3. Discussion of Peninsula Drive Road Construction/Shoulders
 4. Approval of DPW Budget Items
 5. Township Liability Insurance Renewal
 6. Appoint PDR Selection Committee
8. **Citizen Comments**
9. **Board Comments**
10. **Adjournment**

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the Clerk.

DATE: June 22, 2016

TO: Peninsula Township Board

FROM: Paul and Elizabeth Foley, 2107 Island View Rd., Traverse City MI 49686

SUBJECT: Peninsula Road paving project

We are new residents to the township as of February 2016. We were unaware of the upcoming road repaving project until it was underway, and made several attempts to obtain details on the project. It was only after completion that we learned a paved shoulder could have been part of the project, and indeed could still be added at an additional cost.

We would like to request the addition of a paved shoulder along Peninsula Drive, at least on the recently paved section of Peninsula DR from Gray RD to Hawk Ridge DR.

On page 38 of the Peninsula Township's July 12, 2011 approved Master Plan, it states "to provide a system that would accommodate bicycle traffic without conflicting with vehicle traffic." And in Appendix A, from the people's opinion survey it showed overwhelming support for bike paths at scenic views and designated bicycle paths along main roads and off main roads.

Therefore the master plan directs the inclusion of paved shoulders on Peninsula DR for the safety and enjoyment of our residents and visitors. I ask this board to follow the approved Master Plan.

Shouldn't these guidelines be followed on new projects when these directives can be more cost effectively implemented? We are disappointed that this was not the case, but respectfully ask that you consider doing so now.

A paved shoulder is also an important structural and safety issue due to the extremely high edges along most of the new pavement. There are huge stretches where the shoulder drop-off is nearly a foot deep; it's simply hidden beneath the gravel. That newly packed gravel is already showing signs that it will not hold up. The soft shoulder is being deeply rutted wherever a vehicle has pulled off to the side. This is not a rare occurrence. Residents routinely park on the shoulder to reach their beaches, maintenance crews park equipment there, mail trucks use it to reach mailboxes, and tourists pull off just to enjoy the view.

Before long, we will see gaping holes and dangerously deep drop-offs that will get even worse with storm water erosion. That hazard could be avoided by paving the shoulder, as we believe should have been done in the first place when the initial road project was underway.

Thank you for your time and consideration. We would appreciate being informed of any upcoming discussion on this matter.

Respectfully,

Paul and Elizabeth Foley
2107 Island View Road
foleypaul5@gmail.com
lizfoley2@gmail.com

BRAEMAR SPECIAL ASSESSMENT DISTRICT
ASSESSMENT AND MAINTENANCE AGREEMENT

This Agreement is dated this _____ day of _____, 2016, by and between the **Grand Traverse County Road Commission**, a quasi-municipal corporation, of 1881 LaFranier Road, Traverse City, Michigan, (the “Road Commission”), **Peninsula Township**, a Michigan township, of 13235 Center Road, Traverse City, Michigan 49686 (“Peninsula”).

WHEREAS, Peninsula has established pursuant to Act 188 of 1954, MCL 41.21 *et seq*, a special assessment district for the construction, improvement, and maintenance of a storm sewer (the “Improvement”) over real property located within Peninsula as depicted on **Attachment A** (the “District”) commonly referred to as the Braemar Estates District; and

WHEREAS, roads under the jurisdiction of the Road Commission are located within the District; and

WHEREAS, once the District is established, the Township will be responsible for the construction, improvement, and maintenance of the Improvement; and

WHEREAS, the parties desire to set forth the Township and the Road Commission’s rights and responsibilities in the event that the Improvement causes or is likely to cause flooding within the roads under the jurisdiction of the Road Commission; and

WHEREAS, this Agreement is authorized under the Intergovernmental Contracts between Municipal Corporations Act, MCL 124.1 *et seq*.

NOW THEREFORE, in consideration of \$1.00, receipt of which is hereby acknowledged, and the mutual benefits and promises set forth herein, the parties agree as follows:

1. Special Assessment. In the event the District is established, the Road Commission shall pay an assessment as follows:

A. Basic Benefits. The Road Commission shall agree to pay a special assessment for the initial construction, maintenance, and improvement of the storm sewer in the amount of 50% of the county road benefit computed and determined under Mich Admin Code, R 280.2. The apportionment established for the initial construction, maintenance, and improvement of the storm sewer shall be utilized for any future assessment by the Township for subsequent maintenance or expansion of the Improvements.

B. Supplemental Benefits. For any facilities, structures, or mechanical devices which exceed the needs of the drainage district requested by the Road Commission, the Road Commission shall agree to pay a special assessment for those benefits as computed and determined under Mich Admin Code, R 280.3. These costs will be billed separately from the Road Commission’s basic benefit assessment.

2. Maintenance.

A. Routine. The Township shall provide all maintenance for the Improvements, including any portion of the improvements located within the County road right of way. In the event that routine maintenance is required that is causing or could cause flooding onto the roads under the jurisdiction of the Road Commission, the Road Commission may enter over and upon the lands comprising the Improvements and provide maintenance for the Improvements to eliminate the condition that is or could cause flooding onto the roads under the jurisdiction of the Road Commission if the Township fails to maintain the Improvements within 30 days after written notice of the need for maintenance and the Township's civil engineer agrees that the maintenance needs to take place to prevent or stop the flooding of or damage to the roads.

B. Emergency. In the event that maintenance is required for the Improvements to prevent actual or imminent flooding or damage to the roads under the jurisdiction of the Road Commission, the Road Commission may immediately enter over and upon the lands comprising the Improvements and provide maintenance to the Improvement to eliminate the condition causing actual or imminent flooding or damage to the roads under the jurisdiction of the Road Commission.

C. Costs. In the event the Road Commission performs maintenance on the Improvements, the Township shall reimburse the Road Commission for the Road Commission's actual costs incurred in performing the maintenance, provided that the Township's civil engineer agrees the costs were actually needed to prevent or stop the flooding of or damage to the roads under the jurisdiction of the Road Commission.

D. Dispute Resolution. In the event that the Road Commission and the Township's civil engineer are unable to agree whether maintenance is or was needed to prevent or stop the flooding of or damage to the roads under the jurisdiction of the Road Commission under this Section, the Road Commission and the Township shall select and engage a third party civil engineer by agreement who shall determine whether the maintenance is or was needed to prevent or stop flooding of or damage to the roads under the jurisdiction of the Road Commission. The Road Commission and the Township shall be equally responsible for the costs of the third party civil engineer.

3. Expansion of the District. In the event that the Improvements become insufficient or incapable of handling storm water runoff as a result of future development or additional flows into the District causing flooding onto the roads under the jurisdiction of the Road Commission, the Township shall initiate procedures to cause an expansion of the Improvements as may be necessary to handle the storm water runoff.

4. Work within County Road Right of Way. No work performed in connection with the Improvements within the roads under the jurisdiction shall be performed until a Permit to Construct, Operate, Use, and/or Maintain with the Right-of-Way has been issued by the Road Commission, and all work shall be subject to the terms and conditions of such Permit.

5. Not a Joint Venture. The parties do not intend this Agreement to be a joint venture.

6. Effective Date and Termination. This Agreement shall be effective on the date that the District is established by the Township and shall remain in effect as long as the Township has jurisdiction and control over the Improvement unless terminated by written agreement of the parties. The Township shall give the Road Commission at least 60 days' notice of its intent to relinquish jurisdiction and control of the Improvement. The Road Commission, upon termination of this Agreement, reserves the right to petition the County Drain Commissioner or any successor entity under the Drain Code, as amended, or successor laws as applicable.

7. Third Party Beneficiaries. This Agreement confers no rights or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.

8. Execution in Counterparts. This Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

9. Entire Agreement. This Agreement, together with all items incorporated herein by reference, constitutes the entire Agreement of the parties and there are no valid promises, conditions, or understandings which are not contained herein.

GRAND TRAVERSE COUNTY ROAD
COMMISSION

Dated: _____

Carl Brown, Chairperson

Debra J.M. Hunt, Clerk

Approved as to Substance:

Approved as to Form:

Jim Cook, Road Commission Manager

Karrie A. Zeits, Road Commission Attorney

PENINSULA TOWNSHIP

Dated: _____

Pete Correia, Supervisor

Monica A. Hoffman, Clerk

PENINSULA TOWNSHIP

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WENDY L. WITKOP
TRUSTEE

MEMO

DATE: June 14, 2016

TO: Peninsula Township Board

FROM: Pete Correia, Peninsula Township Supervisor 

SUBJECT: Peninsula Drive Shoulder Paving Discussion

The Grand Traverse County Road Commission is paving 2.2 miles of Peninsula Drive from Gray Road to Hawk Ridge Drive. In 2015, the Grand Traverse County Road Commission paved Peninsula Drive from the Center Road split north to McKinley Road. The difference between the two pavings are the Peninsula Drive from Center Road to McKinley Road was done with paved shoulders and the Peninsula Drive from Gray Road to Hawk Ridge Drive will not have paved shoulders.

I have had inquiries from Residents with concerns for the safety of bikes, walkers and automobiles. As you know, the areas that have no paved shoulders also have broken asphalt where car tires catch the edge of the pavement.

I know we are not in the paving business, but we are in the safety business. Attached is information from the Grand Traverse County Road Commission concerning the cost of paving the shoulders along with a bid from the Contractor, Rieth-Riley. This work can also be done after the road is paved.

Pete Correia

From: Jim Johnson [jjohnson@GTCRC.ORG]
Sent: Friday, May 20, 2016 12:32 PM
To: Pete Correia
Cc: Jim Cook
Subject: Shoulder widening for Pen Dr - Gary to Hawk Ridge
Attachments: Shoulder Widening Proposal.pdf

Pete:

Please find attached a proposal from Rieth Riley for shoulder widening. A couple of thoughts:

- Note proposal created with no design.
- In talking with Rieth they did not have time to measure all quantities such as driveways and fill slopes. It is my understanding that driveways estimated from aerials. I told him to assume removal to ROW not knowing required grades at this time.
- There might be a possibility to save money on aggregate base for the shoulders. During coring if existing aggregate is found to be good we might be able to utilize some of it (depending on required grades).
- Note that there are a few cross culverts that would need extension.
- Sean did not include ultra thin over the shoulder which we would need. This was bid at 66 dollars a ton equaling approximately 45,000 dollars. We might be able to save a little on shoulder thickness due to the ultra but would need to evaluate further.
- We would also have construction oversight and testing cost = approximately \$10,000 (assume no design or staking required).

Summary would be $\$402,445.50 + \$45,000 + \$10,000 = \$457,445.50$

Would suggest a contingency when budgeting. At a minimum I would suggest 5%.

Summary equals \$480,317.78, say \$485,000.00

If the township moves forward please understand that the Road Commission would try to minimize cost the best we can. Please let me know if you have any questions.

Thank you

James P. Johnson, P.E.
County Highway Engineer
Grand Traverse County Road Commission
1881 LaFranier Road
Traverse City MI 49696
231-922-4848, ext 216
231-929-1836 FAX
www.gtcrc.org
Find us on Facebook



Proposal
Rieth-Riley Construction Co., Inc.

4435 M-37 South
 Grawn, MI 49637
 Ph: (231) 263-2100 Fax: (231) 263-2110

To: Grand Traverse County Road
 Commission
 Address: 1881 LaFrainier Road
 Traverse City, MI 49696

Attn: Jim Johnson
 Phone: (231) 922-4848
 Fax: (231) 929-1836

Project: GTCRC - Peninsula Dr - Shoulder
 Construction

Date: 5/20/16

Item #	Description	Quantity	Unit	Unit Price	Total
5	Mobilization	1.000	LS	\$12,500.00	\$12,500.00
10	Trenching	338.000	STA	\$ 190.00	\$64,220.00
20	Aggregate Base	5,257.000	TON	\$ 16.50	\$86,740.50
30	Embankment, LM	500.000	CYD	\$ 27.00	\$13,500.00
40	Culvert Repair	3.000	EA	\$3,000.00	\$9,000.00
50	HMA Surface Rem	2,300.000	SYD	\$ 9.50	\$21,850.00
60	HMA, Approach	254.000	TON	\$ 98.00	\$24,892.00
70	HMA, LVSP Shoulders	3,098.000	TON	\$ 53.50	\$165,743.00
80	Traffic Control	1.000	LS	\$4,000.00	\$4,000.00
				Bid Total	\$402,445.50

All applicable permits by owner.

This is a budget number ONLY as current conditions and design are unknown.

This price is based on using a 6.5' mill for all trenching. If existing shoulder conditions do not allow for the use of a 6.5' mill a price adjustment may be warranted.

The cost of moving mailboxes is not included in this proposal. If mailboxes are to be moved and relocated they can be done at \$65/EA.

All engineering services, i.e. all construction staking, materials testing, etc. are to be provided by the owner.

Rieth-Riley Construction Co., Inc.: By: _____ (Sean Sebela - Project Manager)

Acceptance of Proposal: I (we) have read the above Proposal, INCLUDING THE STANDARD TERMS & CONDITIONS ON THE FOLLOWING PAGE(S), and hereby accept this Proposal. You are hereby authorized to begin the work as proposed.

By: _____ (Authorized Signature)
 _____ (Printed Name & Title)
 _____ (Date Signed)



John Divozzo <jdivozzo@grandtraverse.org>

DPW Explanation of Budget Amendment

1 message

John Divozzo <jdivozzo@grandtraverse.org>

To: Pete Correia <Supervisor@peninsulatownship.com>

Cc: Dianne Thompson <DThomps2@grandtraverse.org>

Wed, Feb 3, 2016 at 4:18 PM

Pete,

The DPW submitted a budget amendment for Township approval that authorizes us to continue to pay the Traverse City invoices for wastewater treatment and for installation of three membranes at the WWTP (treatment plant).

The amendment includes two (2) items: 1) additional treatment costs and 2) membrane installation.

The additional treatment costs were explained by the City as maintenance costs that have exceeded budget amounts.

The membrane installation is a major expenditure that was not included in the DPW/Township 2015 budget, but is a contractual obligation. The budget amendment includes payment of the entire project, even though we have not received all of the invoices, yet. The project and cost have been approved by the BPW/Township, we are just asking for a change to the budget to allow the payment of these costs.

If you have any questions, please do not heistate to call.

Thank you.

John D.

John Divozzo, Director
Grand Traverse County DPW
2650 LaFranier Road
Traverse City, MI 49686
(231) 995-6039
(231) 929-7226 fax

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GRAND TRAVERSE COUNTY
BOARD OF PUBLIC WORKS
2650 LAFRANIER ROAD
TRAVERSE CITY MI 49686
231/995-6039 fax 231/995-6053

Date: December 2, 2015

BOARD OF PUBLIC WORKS

ACME, EAST BAY, ELMWOOD, GARFIELD & PENINSULA TOWNSHIPS:

Budget Amendment: Additional WWTP Treatment costs as invoiced by the City of Traverse City and to cover the cost of the WWTP Membrane Purchase & Installation Project and Increase Local Grants 582.00 in the same amount. (Local grants are the amount the township agrees to reimburse the County for any invoices that the County pays on the township's behalf related to water or sewer expenditures.)

Line item 925.99 Sewer System Disposal and 582.00 Local Grants

		2015 Treatment Cost	WWTP Membranes	Total
Acme Sewer	690-444	\$ 30,960.00	\$127,600.00	\$ 158,560.00
East Bay Sewer	690-445	\$ 44,915.00	\$224,400.00	\$ 269,315.00
Elmwood Sewer	690-449	\$ 21,980.00	\$ 83,600.00	\$ 105,580.00
Garfield Sewer	690-446	\$121,531.00	\$614,900.00	\$ 736,431.00
Peninsula Sewer	690-451	\$ 14,821.00	\$ 39,600.00	\$ 54,421.00
Hoch Road	590-470	<u>-\$ 118.00</u>	<u>\$ 9,900.00</u>	<u>\$ 9,782.00</u>
				\$1,334,089.00

Total Budget Amendment amount is \$1,334,089.00.

Board Approvals are noted on the next page.

After approval by Board of Public Works, submit to Townships for approval. Townships should return the second page signatures to the attention of Dianne Thompson at the DPW.

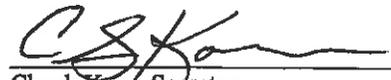
Board of Public Works

Resolved that the proposed budget amendment is hereby approved and recommended to Acme, East Bay, Elmwood, Garfield and Peninsula Township(s) to approve the same.


Jay Zollinger, Chairperson

The undersigned hereby certifies that he is the Secretary of the Grand Traverse County Board of Public Works and that the foregoing resolution was adopted by the Board of Public Works upon the date set forth below.

Date of Approval: 12-10-15


Chuck Korn, Secretary

Township Board

Resolved that the proposed amendment to the Township's budget administered by the Grand Traverse County Board of Public Works be and hereby is approved.

1. Acme Township _____
Supervisor Clerk

Date: _____

2. East Bay Township _____
Supervisor Clerk

Date: _____

3. Elmwood Township _____
Supervisor Clerk

Date: _____

4. Garfield Township 
Supervisor Clerk

Date: _____

5. Peninsula Township _____
Supervisor Clerk

Date: _____

GRAND TRAVERSE COUNTY
BOARD OF PUBLIC WORKS
2650 LAFRANIER ROAD
TRAVERSE CITY MI 49686
231/995-6039 fax 231/995-6053

Date: February 25, 2016

BOARD OF PUBLIC WORKS

ACME, EAST BAY, ELMWOOD, GARFIELD & PENINSULA TOWNSHIPS:

Budget Amendment: For one membrane replacement at the WWTP Treatment Plant which was not included in the 2016 Budget. The estimated amount to the townships is \$400,000. Also increase Local Grants 582.00 in the same amount. (Local grants are the amount the township agrees to reimburse the County for any invoices that the County pays on the township's behalf related to water or sewer expenditures.)

Line items 925.99 and 582.00 Local Grants

Acme Sewer	690-444-925.99	\$ 42,800.00
East Bay Sewer	690-445-925.99	\$ 82,400.00
Elmwood Sewer	690-449-925.99	\$ 30,800.00
Garfield Sewer	690-446-925.99	\$224,800.00
Peninsula Sewer	690-451-925.99	\$ 15,600.00
STF	590-470-925.99	<u>\$ 3,600.00</u>

Total Budget Amendment amount is \$400,000.00

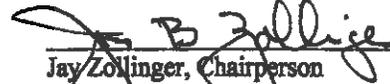
(Blair's portion of \$3,600.00 is included in the Garfield amount).

Board and Township Approvals are noted on the next page.

The Townships should return the second page signatures to the attention of Dianne Thompson at the DPW when this has been approved by the Township Board.

Board of Public Works

Resolved that the proposed budget amendment is hereby approved and recommended to Acme, East Bay, Elmwood, Garfield and Peninsula Township(s) to approve the same.


Jay Zollinger, Chairperson
Board of Public Works

The undersigned hereby certifies that he is the Secretary of the Grand Traverse County Board of Public Works and that the foregoing resolution was adopted by the Board of Public Works upon the date set forth below.

Date of Approval: _____


Pete Correia, Secretary
Board of Public Works

Township Board

Resolved that the proposed amendment to the Township's budget administered by the Grand Traverse County Board of Public Works be and hereby is approved.

1. **Acme Township** _____
Jay Zollinger, Supervisor Cathy Dye, Clerk
Date: _____

2. **East Bay Township** _____
Glen Lile, Supervisor Susanne Courtade, Clerk
Date: _____

3. **Elmwood Township** _____
Jack Kelly, Supervisor Connie Preston, Clerk
Date: _____

4. **Garfield Township** _____
Chuck Korn, Supervisor Lanie McManus, Clerk
Date: _____

5. **Peninsula Township** _____
Pete Correia, Supervisor Monica Hoffman, Clerk
Date: _____

BILL OF SALE

GRANTOR: Peninsula Township

pursuant to the Capacity Sharing Agreement entered into by the Grantor and Grantee, and for the sum of \$1.00 and other consideration in the form of the mutual covenants in the Capacity Sharing Agreement, the receipt and adequacy of which is acknowledged, has sold and grants to

GRANTEE: Grand Traverse County Board of Public Works

and to Grantee's successors, administrators, and assigns, all right, title, and interest in and to Peninsula Township's owned treatment capacity at the Wastewater Treatment Plant located in the City of Traverse City (Capacity). That Capacity amounts to the following:

Capacity Right as a percentage of Total Capacity: 2.01%
Flow in Gallons per Day: 170,850
B.O.D. in Lbs Per Day: 406

Grantor has executed this Bill of Sale on _____, 2015.

GRANTOR
Peninsula Township

/s/ _____
Witness

/s/ _____
Pete Correia
Its: Supervisor

/s/ _____
Witness

STATE OF MICHIGAN)
_____ COUNTY)

On _____, 2015, before me, a notary public, personally appeared Pete Correia, to me known to be the person who executed the foregoing instrument, and acknowledge that such person executed the same freely, and that the consideration recited within the foregoing instrument was actual and adequate and was given in good faith for

the purposes set forth and not for the purpose of security or for defrauding creditors of Grantor or subsequent purchasers.

/s/ _____

[Notary public's name, as it appears on application for commission]

Notary public, State of Michigan, County of **[county]**.

My commission expires **[date]**.

[If acting in county other than county of commission: Acting in the County of [county].]

PREPARED BY:

Scott W. Howard
Olson, Bzdok & Howard, PC
420 E. Front St.
Traverse City, MI 49686
(231) 946-0044

GRAND TRAVERSE COUNTY
BOARD OF PUBLIC WORKS
2650 LAFRANIER ROAD
TRAVERSE CITY MI 49686
231/995-6039 fax 231/995-6053

Date: May 5, 2016

BOARD OF PUBLIC WORKS

ACME, EAST BAY, ELMWOOD, GARFIELD & PENINSULA TOWNSHIPS:

Budget Amendment:

Also increase Local Grants 582.00 in the same amount. (Local grants are the amount the township agrees to reimburse the County for any invoices that the County pays on the township's behalf related to water or sewer expenditures.)

Line items 978.00 and 582.00 Local Grants

Acme Sewer	690-444-978.00	\$ 8,439.00
Acme Water Hope Village	690-460-978.00	\$ 451.00
East Bay Sewer	690-445-978.00	\$10,126.00
East Bay Water	690-452-978.00	\$19,127.00
Elmwood Sewer	690-449-978.00	\$ 5,525.00
Elmwood Water-Greilickville	690-462-978.00	\$ 1,564.00
Elmwood Water-Timberlee	690-459-978.00	\$ 2,813.00
Garfield Sewer	690-446-978.00	\$25,877.00
Garfield Water	690-448-978.00	\$31,615.00
Peninsula Sewer	690-451-978.00	\$ 2,813.00
Peninsula Water	690-458-978.00	\$ 4,163.00

Total Budget Amendment amount is \$112,513.00

Board and Township Approvals are noted on the next page.

The Townships should return the second page signatures to the attention of Dianne Thompson at the DPW when this has been approved by the Township Board.



MEMO

To: Finance Committee
 From: John D. [Signature]
 Date: April 22, 2016

Subject: DPW Truck Purchase

Last year the DPW presented the committee with the options of purchasing a used work truck for use with the HIAB Crane or obtain a similar used truck with a crane and use the HIAB as a support truck; the committee reached consensus for the DPW to purchase a new truck.

Through MiDeal, the DPW has received three (3) written bids per the committee's recommendation.

	Chassis	Vehicle Price	Body/Equipment	Subtotal	Options	Total
1 Zaremba Equipment	Terrastar SFA 4x4	\$ 59,358.85	\$ 53,148.00	\$ 112,506.85	\$(2,385.00)	\$ 110,121.85
2 Wolverine Freightliner	M2 106 Conventional	\$ 68,559.00	\$ 54,863.00	\$ 123,422.00	\$ 3,364.00	\$ 126,786.00
3 Freightliner - GR	M2 106 Conventional	\$ 88,527.00		\$ 88,527.00		\$ 151,074.80
	Arista Truck Systems		\$ 62,547.80	\$ 62,547.80		

Upon review of the submittals, staff is recommending the committee accept the bid from Zaremba Equipment (Gaylord, MI) in an amount not to exceed \$112,506.85, plus title (\$15); staff may elect to remove storage areas from the truck at a cost savings of \$2,385.

This will be presented to the BPW at its next meeting, if authorized by the Committee.

Since, this expenditure was not budgeted this year, budget amendments will also be included in our submittal to the full board.

If you have any questions, please do not hesitate ask.

Thank you.

• Options included: total bid price \$ 112,521.85.

INTERNATIONAL®

*Truck and Crane
meet All specs.*

January 19, 2016

Prepared For:
Grand Traverse County DPW
Sam Tyson
361 E Welch Ct
Traverse City, MI 49686-4873
(231)590 - 2660
Reference ID: N/A

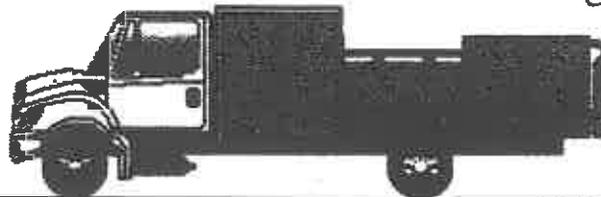
Presented By:
ZAREMBA EQUIP INC
Roger E Hansen
1734 DICKERSON ROAD
GAYLORD MI 49735 -
(989)705-7664

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

\$112,521⁸⁵

Truck \$59,358⁸⁵

*Crane +
Body \$53,148*



Model Profile
2015 TERRASTAR SFA 4x4 (TR005)

APPLICATION:
MISSION:

Service Body
Requested GVWR: 19500; Calc. GVWR: 19500
Calc. Start / Grade Ability: 37.25% / 2.32% @ 56 MPH
Calc. Geared Speed: 99.9 MPH

DIMENSION:
ENGINE, DIESEL:

Wheelbase: 183.00, CA: 106.00, Axle to Frame: 75.00
{MaxForce 7} EPA 2010, 300 HP @ 2600 RPM, 660 lb-ft Torque @ 1600 RPM, 2800 RPM
Governed Speed, 300 Peak HP (Max)

159"WB 84"CA

TRANSMISSION, AUTOMATIC:

{Allison 1000_RDS} 5th Generation Controls; Close Ratio, 6-Speed, With Overdrive; Includes Park Pawl, With PTO Provision, Less Retarder, With 19,500-lb GVW & 26,000-lb GCW Max., on/off hwy

CLUTCH:
AXLE, FRONT DRIVING:
AXLE, REAR, SINGLE:

Omit Item (Clutch & Control)
{Dana Spicer 70-273} Single Reduction, 8,000-lb Capacity
{Dana Spicer S110} Single Reduction, With Offset Housing; 13,500-lb Capacity, 160 Wheel Ends
Gear Ratio: 4.30

CAB:
TIRE, FRONT:
TIRE, REAR:
SUSPENSION, RR, SPRING, SINGLE:
PAINT:

Conventional
(2) 225/70R19.5 G647 RSS (GOODYEAR) 640 rev/mile, load range F, 12 ply
(4) 225/70R19.5 G622 RSD (GOODYEAR) 641 rev/mile, load range G, 14 ply
Vari-Rate; 13,500-lb Capacity
Cab schematic 100TA
Location 1: 9219, Winter White (Std)
Chassis schematic N/A



Municipal Underwriters of Michigan, Inc.

PAUL W. OLSON
REGIONAL RISK MANAGER

4171 WOLVERINE DRIVE
WILLIAMSBURG, MI 49690
EMAIL: polson76@charter.net

TOLL FREE 888-883-6391
LOCAL (231)421-5008
FAX (231) 421-3509

June 8, 2016

Pete Correla, Supervisor
Peninsula Township
13235 Center Road
Traverse City, MI 49686

Dear Pete:

I would like to thank you and the Peninsula Township Board for allowing Municipal Underwriters of West MI an opportunity to provide you with a quotation on your Property and Liability Package for the 2016. insurance year. Municipal Underwriters of West MI currently insures 21 Governmental Units in Grand Traverse County and over 350 in Northern Michigan. Municipal Underwriters of West MI has exclusively been insuring Governmental Units for the past 30 year and we understand the complex needs of our clients.

The quoting Company is HCC Public Risk which has been providing Governmental Units and Non Profits a viable alternative to "Municipal Insurance Pools" since 1996. HCC Insurance Holdings carry an AM Best rating of "A+" (Superior), providing stability in a volatile insurance market. The Superior rating means that HCC Public Risk has a superior ability to meet their ongoing obligations to their policyholders.

I have provided you with a Summary of Coverage's which outline the bid for Peninsula Township. Your quoted annual cost is **\$31,589.00.**

Thank you again for the opportunity to be of service to Peninsula Township. Please feel free to contact me at 888-883-6391 if you have any questions pertaining to my proposal.

Sincerely,

Paul W. Olson, President
Municipal Underwriters of Michigan

**MICHIGAN
TOWNSHIP
PARTICIPATING
PLAN**

**SUMMARY OF COVERAGES
FOR
PENINSULA TOWNSHIP 2016**

Presented By:
PAUL W. OLSON - RISK MANAGER
Municipal Underwriters of Michigan, Inc.

SUPPORT/SERVICE COMPANIES

MARKETING AND SERVICE:

PAUL W. OLSON
Municipal Underwriters of West MI Inc.
4171 Wolverine Drive
Williamsburg, MI 49690
1-888-883-6391 Michigan Watts
231-421-3509 Fax

TECHNICAL ADMINISTRATION:

Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

RISK CONTROL ADMINISTRATION

Midwest Risk Control
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3091 - FAX

CLAIMS ADMINISTRATION

Midwest Claims Service
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

I. COMPREHENSIVE MUNICIPAL LIABILITY COVERAGE:*

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ None
Deductible	\$ 0

ADDITIONAL INSURED:

1. **Any** member of the governing body of the Named Insured
2. **Any** member of boards or commissions of the Named Insured
3. **Any** elected or appointed official of the Named Insured
4. **Any** employee of the Named Insured -- Including **Contracted Assessor**
5. **Any** volunteer

ADDITIONAL INCLUDED COVERAGES:

1. Public Officials **RESIDENCE AND PLACE OF EMPLOYMENT**
2. Premises Medical Payments - \$10,000 Limit/includes volunteers
3. Host Liquor Law Liability
4. Special Events Liability - Fireworks Liability by Endorsement
5. Governmental Professional Malpractice Liability
6. Incidental Medical Malpractice Liability
7. Cemetery Professional Liability
9. Employee Benefit Liability 1,000,000/3,000,000
10. Extended Bodily Injury and Property Damage Liability
11. Completed Operations
12. Property Legal Liability - \$500,000 Limit
13. Premises and Operations
14. Care, Custody and Control Coverage - \$25,000 per occurrence/\$25,000 Aggregate
15. Explosion, Collapse and Underground (exclusions deleted)
16. Vicarious Liability
17. Fellow Member Liability
18. Governmental Tort Immunity Waiver
19. Non-Owned and Hired auto liability coverage
20. Non-Owned and Owned Watercraft Liability-under 26'in length
21. Personal Injury Protection Includes:
 - A. FALSE ARREST, DETENTION OR IMPRISONMENT
 - B. MALICIOUS PROSECUTION
 - C. WRONGFUL ENTRY OR EVICTION OR OTHER INVASION OF THE RIGHT OF PRIVATE OCCUPANCY
 - D. LIBEL, SLANDER, ORAL OR WRITTEN PUBLICATION
 - E. MENTAL ANGUISH & MENTAL INJURY

**PUBLIC OFFICIALS WRONGFUL ACT LIABILITY
(Errors & Omissions)**

Limit of Liability Per Occurrence:	\$ 5,000,000
Limit of Liability Aggregate:	\$ 6,000,000
Deductible:	\$ 0

The following are areas of exposure to public officials and employees, which most generally are covered by a legal liability policy:

1. A decision or opinion of the municipal board
2. A decision or opinion of the fire & ambulance department
3. A decision or opinion of the zoning or planning board and zoning board of appeals
4. Regulatory Taking of Private Property" sustained by any one person or organization is One Hundred Thousand Dollars and No Cents (\$100,000). "Regulatory Taking of Private Property", means the enactment or enforcement of any regulation or ordinance, which unconstitutionally and temporarily restricts the use of private property.
5. Decisions or opinions of Building, Electrical, Plumbing Inspectors and Contracted Assessors
6. Alleged negligence or incompetence on the part of any public official or employee including the failure to carry out duties.
7. Inadequate supervision of voter registration & elections
8. Improper hiring or firing of employees
9. Violation of Civil Rights: Civil Rights are defined as "means the deprivation of any rights, privileges, or immunities secured by the Constitution and laws, including discrimination based upon religion, race, color, national origin, age, gender (including sexual harassment, unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct or communication of a sexual nature), height, weight, disability, or marital status"
10. Back Wages- \$25,000
11. Non-Monetary Suit Defense Costs \$25,000/\$50,000

Note: Failure of assured to provide or maintain valid insurance policies is not a covered exposure.

II. FLEET LIABILITY COVERAGE:

LIMITS

A. Bodily Injury & Property Damage [CSL]	\$ 5,000,000
B. Personal Injury Protection	Statutory
C. Personal Property Insurance	\$ 5,000,000
D. Uninsured Motorists	\$ 100,000
E. Non-owned & Hired Auto Liability	\$ 5,000,000
F. Mini-Tort Liability	\$ 500
G. Underinsured Motorists	\$ 100,000

III. FLEET PROPERTY COVERAGE:

Property limit \$ 2,943,621.00

A. Comprehensive	\$ 1,000 ACV Deductible, Actual Cash Value
B. Collision	\$ 1,000 Deductible, ACV, Broadened

IV. INLAND MARINE COVERAGE:

Providing **ALL RISK, REPLACEMENT COST COVERAGE** for property and equipment while on or off the premises. **NO CO-INSURANCE**

Property limit \$ 1,095,000.00
Deductible \$ 1,000

SEE ATTACHED SCHEDULE

Auto

Application:
T00020015034

PENINSULA TOWNSHIP

Auto #	New Cost	Comp. Ded.	Coll. Ded.	Year	Description	VIN #	Type	AUX Running Lights	Anti-Theft Device
2	\$ 490,000	\$ 1,000	\$ 1,000	1994	SUTPHEN FIRE ENGINE 94	3020	5	No	0
8	\$ 500,000	\$ 1,000	\$ 1,000	1998	SUTPHEN FIRE TRUCK	3072	5	No	0
10	\$ 165,000	\$ 1,000	\$ 1,000	2000	FORD F-450 AMBULANCE	8681	4	No	0
12	\$ 125,000	\$ 1,000	\$ 1,000	1984	GMC 1 TON WATER SUPPLY	0703	5	No	0
13	\$ 240,000	\$ 1,000	\$ 1,000	2003	T-300 KENWORTH TANKER	4578	5	No	0
15	\$ 35,000	\$ 1,000	\$ 1,000	2005	CHEVY 2500 FIRE CHIEF	4605	5	No	0
16	\$ 5,000	\$ 1,000	\$ 1,000	1996	FLAT TRAILER	1122	13	No	0
17	\$ 4,000	\$ 1,000	\$ 1,000	1996	REFUSE TRAILER	1411	13	No	0
18	\$ 265,000	\$ 1,000	\$ 1,000	2006	KENWORTH TANKER	1478	5	No	0
19	\$ 240,000	\$ 1,000	\$ 1,000	2005	CHEVY 5500 RESCUE	9918	4	No	0
20	\$ 31,621	\$ 1,000	\$ 1,000	2007	GMC SIERRA 4X4 PARK TRUCK	9225	2	No	0
21	\$ 240,000	\$ 1,000	\$ 1,000	2008	FREIGHTLINER WILDFIRE TRUCK	9168	5	No	0
28	\$ 3,000	\$ 1,000	\$ 1,000	2013	flat dual axle trailer	2178	13	No	0
29	\$ 600,000	\$ 1,000	\$ 1,000	2016	Ford F-450 Engine	7127	5	No	0
Total: \$2,943,621									

Inland Marine

Application:
T000020015034

PENINSULA TOWNSHIP 

number	Serial #	Year	Make	Model	Department	Type	AR	Limit	Spec Ded
3		1999	6X6 RANGER	SKID UNIT	Fire	Commercial Articles	RC	\$ 35,000	\$ 0
4		0	JAWS OF LIFE	RESCUE TOOLS	Cemetery	Commercial Articles	RC	\$ 38,000	\$ 0
1		0	LIGHTHOUSE LENS/LIGH		General Administrative	Commercial Articles	RC	\$ 225,000	\$ 0
2	1243	2013	SAFE RESCUE BOAT	RESCUE BOAT	Fire	Commercial Articles	RC	\$ 450,000	\$ 0
5		0	SONAR EDGE TECH		Fire	Commercial Articles	RC	\$ 47,000	\$ 0
Total:								\$795,000	

Schedule Total:	\$795,000
Miscellaneous Property & Equipment:	\$50,000
Ancillary Equipment:	\$250,000
Contractors Equipment Rented From Others:	\$0
Aircraft Limit:	\$0
Inland Marine Total:	\$1,095,000

Municipal Underwriters of Michigan, Inc.

The following coverage limits, and definitions have been extracted from the special **Fire Department Endorsement** for the clarification and understanding of our client:

1. **REPLACEMENT COST:** The company shall replace or repair up to the amount stated on the schedule. Plus 25% more the available limit to be purchased by the board at time of loss.
2. **RENTAL REIMBURSEMENT:** The company shall not be liable for more than the actual daily rental expense, not exceeding \$500 per day, nor for more than \$10,000 in the aggregate for all such reimbursement expenses during any one policy year.
3. **BROAD COLLISION:** It is agreed that in the event of loss or damage to an insured vehicle due to collision with another vehicle, the company will waive the specified deductible. This extension only applies when the insured is deemed not to have been substantially at fault.
4. **FREEZING EXTENSION:** It is agreed that this policy is extended to include coverage for damage to or loss of equipment due to freezing or extremes of temperature unless it is caused by failure to maintain such equipment. Such equipment shall include, but is not limited to pumps, gauges, nozzles, and tanks. Coverage is not provided for damage to or loss of vehicle engine.
5. **RECERTIFICATION EXTENSION:** It is agreed this policy is extended to cover the cost, if any, to recertify pumper apparatus when such recertification is made necessary by a loss covered elsewhere in this policy.
6. **BORROWED, LEASED, RENTED, OR COMMANDEERED FROM OTHERS:** This policy is extended to cover equipment of a nature similar to that scheduled in this policy which has been borrowed, leased, or rented from others during the term of this policy. The company shall not be liable under this endorsement for more than \$50,000 (ACV) on any one vehicle, \$300,000 Aggregate.
7. **EMERGENCY AUTOMOBILE EQUIPMENT ENDORSEMENT:** Equipment for a covered auto which is a fire truck, ambulance, rescue truck, or similar auto is considered part of the covered automobile if it is:
 - a. Permanently attached; or
 - b. Regulatory attached to the covered auto with a bracket or device; or
 - c. Regulatory carried in a compartment or enclosure which is specifically designed for the equipment; or
 - d. Obviously required to complete the covered automobile's ability to operate in it's intended use.

8. PERSONAL EFFECTS OF VOLUNTEER FIREMEN: This policy is extended to cover personal effects of the active members of the Fire Department while engaged in the activities of the Named Insured. The company shall not be liable for more than \$30,000 in any one loss, disaster or casualty involving property of the insured's active members, nor more than \$3,000 with respect to personal effects of any one active member.

9. VOLUNTEER FIREMEN VEHICLES ENDORSEMENT: This policy is extended to cover physical damage to uninsured owned and non-owned automobiles of the private passenger, van or pickup truck typed operated by a volunteer firefighter, emergency medical technician or first responder that is named on the roster. Coverage not to exceed \$1000 per loss. Any deductible applicable to the physical damage coverage of this policy shall not apply to claims under this endorsement.

10. FIRE TRUCKS & INLAND MARINE COVERAGE: IF THE MEMBER SUFFERS A TOTAL LOSS, THE INSURED HAS THE OPTION OF PURCHASING AN ADDITIONAL 25% OF THE INSURED LIMIT EVEN IF ONLY A PORTION IS NECESSARY TO FULLY REPLACE THE ITEM. UP TO 50% MORE AVAILABLE FOR EQUIPMENT REGULARLY CARRIED OR ATTACHED TO VEHICLE.

V. PROPERTY [FIRE] COVERAGE:

Total Blanket Building and Contents Limit	\$ 5,102,602.00
Deductible	\$ 1,000
Per Schedule on File with company	

A. Inflation Guard - 2.5% per quarter

B. Special Municipal Property Endorsement to include:

1. Personal Property off Premises - \$100,000
2. Personal effects of Employees - \$ 1,000 per person
3. Transportation - \$50,000 Limit
4. Accounts Receivable- \$250,000
5. Law and Ordinance Coverage- Actual Sustained Loss
6. Loss of Business Income Coverage-\$500,000 Per Occurrence
7. Extra Expense Coverage - \$500,000 Per Occurrence
8. Newly Acquired and Constructed Property-\$1,000,000 180 Days
9. Underground Pipes, Flues or Drains-\$1,000,000
10. Power Surge Coverage - \$25,000
11. Glass Coverage-\$0 Deductible Glass Breakage
12. Flood Coverage- \$100,000
13. Earthquake Coverage- \$1,000,000
14. Fire Department Service Charge- \$5,000
15. Pollutant Clean up and Removal- \$10,000
16. 1st Party Sewer and Drain Back up- \$25,000

VI. VALUABLE PAPERS AND RECORDS COVERAGE*:

Broad Form Coverage for the reconstruction of valuable papers and records **\$250,000** year round limit of protection with \$0 deductible.

*** NOTE: Higher limits available upon request.**

Property

Application: T000020015034

PENINSULA TOWNSHIP

▲ Number ▼	▲ Loc.# ▼	▲ Bldg.# ▼	▲ Within 50 ft ▼	▲ Fac Loc.# ▼	▲ Street Address ▼	▲ POK ▼	▲ BC ▼	▲ Bldg. Lim. ▼	▲ Cont. Lim. ▼	▲ Mine Sub ▼	▲ Yr. Built ▼	▲ FAR ▼	▲ BF ▼	▲ Special Ded ▼	▲ Sprinkler ▼	Sq Foot	BoilerVal
51120	1	1	No	0	13235 CENTER ROAD OLD TOWNSHIP HALL	10	1	\$ 322,600	\$ 27,511	\$ 0	1876	R	100	0	No	0	R
51119	2	1	No	0	14247 CENTER ROAD FIREHALL STA. 1	15	2	\$ 750,484	\$ 55,020	\$ 0	1945	R	925	0	No	0	R
51118	3	1	No	0	8150 CENTER ROAD FIREHALL STA 2	15	2	\$ 475,126	\$ 41,264	\$ 0	1962	R	925	0	No	0	R
51117	4	1	No	0	25000 CENTER LIGHTHOUSE	11	1	\$ 280,756	\$ 34,388	\$ 0	1870	R	100	0	No	0	R
51116	4	2	No	0	25000 CENTER STORAGE	11	1	\$ 5,265	\$ 0	\$ 0	1909	R	403	0	No	0	R
51115	4	3	No	0	25000 CENTER GARAGE	16	1	\$ 43,194	\$ 0	\$ 0	1980	R	401	0	No	0	R
51114	4	4	No	0	25000 CENTER CONCESSION	11	1	\$ 29,696	\$ 8,253	\$ 0	1940	R	612	0	No	0	R
51113	4	5	No	0	25000 CENTER STORAGE	16	1	\$ 2,430	\$ 0	\$ 0	1941	R	403	0	No	0	R
51096	4	6	No	0	2500 CENTER HISTORICAL	11	1	\$ 28,347	\$ 11,003	\$ 0	1839	R	100	0	No	0	R
51095	4	7	No	0	2500 CENTER RESTROOM	11	1	\$ 9,719	\$ 0	\$ 0	2000	R	615	0	No	0	R
51121	4	8	No	0	25000 CENTER ROAD	11	1	\$ 26,000	\$ 8,500	\$ 0	2015	R	614	0	No	1,000	R
51112	5	1	No	0	17000 MISSION ROAD	11	1	\$ 29,696	\$ 9,628	\$ 0	1839	R	403	0	No	0	R
51111	6	1	No	0	HASEROT PARK RESTROO	11	1	\$ 9,719	\$ 0	\$ 0	2000	R	615	0	No	0	R
51110	7	1	No	0	BOWERS HARBOR RESTROOM	11	1	\$ 9,719	\$ 0	\$ 0	2000	R	615	0	No	0	R
51109	7	2	No	0	BOWERS HARBOR RESTROOM	11	1	\$ 9,719	\$ 0	\$ 0	2000	R	615	0	No	0	R
51108	7	3	No	0	BOWERS HARBOR RESTROOM	11	1	\$ 9,719	\$ 0	\$ 0	2000	R	615	0	No	0	R
51107	7	4	No	0	BOWERS HARBOR WELL HOUSE	14	1	\$ 4,184	\$ 4,127	\$ 0	1980	R	403	0	No	0	R
51106	7	5	No	0	BOWERS HARBOR PAVILION	11	1	\$ 21,596	\$ 0	\$ 0	1999	R	614	0	No	0	R
51105	7	6	No	0	BOWERS HARBOR PAVILION	11	1	\$ 21,596	\$ 0	\$ 0	1997	R	614	0	No	0	R
51100	7	7	No	0	BOWERS HARBOR UTILITY	11	1	\$ 5,671	\$ 0	\$ 0	1975	R	403	0	No	0	R
51099	7	8	No	0	BOWERS HARBOR PAVILION	11	1	\$ 36,444	\$ 0	\$ 0	1975	R	615	0	No	0	R
51104	8	1	No	0	14247 COMMUNICATION TOWER	15	2	\$ 361,617	\$ 0	\$ 0	1998	R	301	0	No	0	R
51103	9	1	No	0	14181 CENTER ROAD COMM BUILDING	10	1	\$ 186,018	\$ 0	\$ 0	1	R	100	0	No	0	R
51102	10	1	No	0	13235 CENTER ROAD NEW TOWNSHIP HALL	10	1	\$ 853,068	\$ 216,642	\$ 0	2000	R	100	0	No	0	R
51101	12	1	No	0	DEVILS DRIVE TRANSFER STATION	16	1	\$ 28,347	\$ 13,756	\$ 0	1980	R	403	0	No	0	R
51098	13	1	No	0	SWEENEY & BRINKMAN GARAGE	11	2	\$ 55,342	\$ 6,878	\$ 0	1934	R	401	0	No	0	R
51097	14	1	No	0	EASTERN RIDGE WOOD RD GARAGE	11	1	\$ 68,839	\$ 6,878	\$ 0	1969	R	401	0	No	0	R
51094	15	1	No	0	NE-AH-TA-WANTA ROAD PAVILION	11	1	\$ 14,848	\$ 0	\$ 0	1995	R	614	0	No	0	R
51093	16	1	No	0	18459 MISSION ROAD	11	1	\$ 708,641	\$ 68,775	\$ 0	1910	R	621	0	No	0	R
51092	16	2	No	0	18459 MISSION ROAD CARRIAGE HOUSE	11	1	\$ 101,234	\$ 0	\$ 0	1920	R	622	0	No	0	R
51091	16	3	No	0	18459 MISSION ICE HOUSE	11	1	\$ 67,489	\$ 0	\$ 0	1920	R	622	0	No	0	R
51090	17	1	No	0	14399 PENINSULA DRIVE	11	2	\$ 0	\$ 12,856	\$ 0	1997	R	100	0	No	0	R
Totals:								\$4,577,123	\$525,479	\$0							
Grand Total:								\$5,102,602									

VII. CRIME COVERAGE:

- A. Limit of Coverage - \$100,000 Year Round
- B. "Broad Form" Money & Securities
- C. Inside Coverage:
- D. Outside Coverage:
- E. Money Order and Counterfeit Paper Currency
- F. Depositors' Forgery
- G. Locations to Include:
 - 1. All Officials Homes
 - 2. Place of Employment
 - 3. Banking Facility

VIII: PUBLIC OFFICIAL BONDS*

Treasurer	\$25,000
Deputy Treasurer	\$15,000
Clerk	\$10,000
Deputy Clerk	\$10,000
Supervisor	\$ 5,000
BLANKET BOND	\$100,000

NOTE: THE ABOVE BONDS ARE INCLUDED AT NO ADDITIONAL CHARGE

**ADDITIONAL POSITIONS AND HIGHER LIMITS AVAILABLE
(Those who collect money or fees should be bonded)**

*** NOTE: Higher limits available upon request.**

X. LAW ENFORCEMENT PROFESSIONAL LIABILITY COVERAGE:

Limit of Liability Per Occurrence	\$ 0
Limit of Liability Per Aggregate	\$ 0
Deductible	\$ 0

- A. PERSONAL INJURY
- B. WRONGFUL ACT
- C. HOT PURSUIT ENDORSEMENT

XI. BUSINESS ELECTRONIC EQUIPMENT COVERAGE:

- A. Combined Media and Extra Expense Coverage - \$ 100,000
- B. Computer Coverage- \$100,000**
- C. System Breakdown Coverage Endorsement
 - 1. Mechanical Breakdown; Machinery Breakdown
 - 2. Short Circuit; Blow out; other Electrical Disturbance
 - 3. Electrical or Magnetic Injury

XII. BOILER AND MACHINERY:

- A. Repair or Replacement Coverage Included
- B. Direct Damage Coverage as follows: Unfired Pressure Vessels, Motors and Centrifugal Pumps. Internal Combustion Engines, Generators and
- C. Miscellaneous Electrical Apparatus

Deductible of \$ 1,000 Applies Limits \$5,102,602.00

XIII. VOLUNTEER FIREMEN'S ACCIDENT:

SEE ATTACHED

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY (FIRE)	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. VOLUNTEER FIREMEN'S ACCIDENT	

TOTAL PAR-PLAN ANNUAL PREMIUM: \$31,589.00

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.



Workers Compensation and Employers Liability Insurance Policy

Policy Number	Policy Period	
	From	To
WCV 8011597	07/01/2016	07/01/2017
12:01 A.M. Standard Time at the described location		

Transaction	
INFORMATION PAGE RENEWAL OF POLICY WCV 8011597	
Named Insured and Address	Agent
PENINSULA TOWNSHIP OF MICHIGAN 13235 CENTER RD TRAVERSE CITY MI 49686	PETERSON MCGREGOR & ASSOCIATES 1368 BUSINESS PARK DRIVE TRAVERSE CITY MI 49686 Telephone: 231-922-7220
	9013127

SCHEDULE OF CLASSIFICATIONS:

CLASSIFICATIONS	CODE NO	PREM BASIS ESTIMATED REMUNERATION	RATE PER \$100	ESTIMATED ANNUAL PREMIUM
STATE: Michigan MUNICIPAL GROUP PROGRAM				
AMBULANCE SERVICE COMPANY-DRIVERS	7380	240,000	7.25000	17,400
FIREFIGHTERS	7904	90,000	10.25000	9,225
CLERICAL OFFICE EMPLOYEE	8810	318,027	0.21000	668
BUILDING-OPERATIONS	9015		4.88000	
PARK, MUNICIPAL	9102	63,734	4.55000	2,900
CEMETERY OPERATIONS	9220	1,800	7.79000	140
TRANSFER STATION	9403		10.02000	
MUNICIPAL, TWP, COUNTY OR STATE EMP NOC	9410	80,979	1.60000	1,296
Subtotal State Premium				\$ 31,629
PREMIUM DISCOUNT	0063	16,377	0.06625145	- 1,085
EXPENSE CONSTANT	0900			250
RENEWAL CREDIT	9034	23,368	0.96000	- 935
GROUP/ASSOCIATION CREDIT	9037	31,629	0.95000	- 1,581
TERRORISM	9740	794,540	0.02000	159
CATASTROPHE	9741	794,540	0.01000	79
INCR LIMITS OF EMPLOYERS LIAB	9807	30,048	0.01000	300
1-800 CLAIMS	9880	22,433	0.99000	- 224
MANAGED CARE	9880	22,433	0.99000	- 224
SCHEDULE CREDIT	9887	22,433	0.75000	- 5,608
EXPERIENCE MODIFICATION	9898	30,348	0.77000	- 6,980
Total State Premium				\$ 15,780
Total Estimated Premium				\$ 15,780

INSURED COPY



Workers Compensation and Employers Liability Insurance Policy

Policy Number	Policy Period	
	From	To
WCV 8011597	07/01/2016 12:01 A.M. Standard Time at the described location	07/01/2017

Transaction

INFORMATION PAGE
RENEWAL OF POLICY WCV 8011597

Named Insured and Address	Agent
PENINSULA TOWNSHIP OF MICHIGAN 13235 CENTER RD TRAVERSE CITY MI 49686	PETERSON MCGREGOR & ASSOCIATES 1368 BUSINESS PARK DRIVE TRAVERSE CITY MI 49686 Telephone: 231-922-7220
	9013127

Other Workplaces Not Shown Above: See schedule attached
Extended Named Insured: Absence of an entry means no exception

Interstate ID:	Intrastate ID:
Insured Is: GOVERNMENT ENTITY	FEIN # 386374633
Bureau/Risk ID: 0194425A	NCCI #: 19968
Unemployment Id Number:	

ITEM 2. POLICY PERIOD is from 12:01 A.M., 07/01/2016 to 12:01 A.M., 07/01/2017 Standard Time at the insured's mailing address.

ITEM 3. COVERAGE

- A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: MI
- B. Employers Liability Insurance: Part TWO of the policy applies to work in each state listed in Item 3A. The limits of our liability under Part TWO are:

Bodily Injury by Accident	\$	500,000	each accident
Bodily Injury by Disease	\$	500,000	policy limit
Bodily Injury by Disease	\$	500,000	each employee
- C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here: All states and U.S. territories except monopolistic states, Puerto Rico, the U.S. Virgin Islands, and states designated in Item 3. A. of the Information Page.
- D. This policy includes these endorsements and schedules:

DISCLOSR (9/10)	AF-NTI21 (10/10)	WC000000C (1/15)	WC000403 (4/84)
WC000406 (8/95)	WC000419 (1/01)	WC000421D (1/15)	WC000422B (1/15)
WC210303A (6/97)	WC210304 (4/84)	WC210605 (10/85)	WC990304 (4/98)

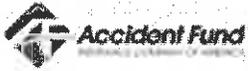
ITEM 4. PREMIUM
 The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates, and Rating Plans. All information required below is subject to verification and change by audit.

C L A S S I F I C A T I O N S

SEE SCHEDULE OF CLASSIFICATIONS ON FOLLOWING PAGE(S)

Minimum Premium	Deposit Premium	Total Estimated Annual Premium	Premium Adjustment Period:
\$750	\$15,780	\$15,780	Annual - Reporting

INSURED COPY



Peterson McGregor & Associates

WORKERS' COMPENSATION ENDORSEMENT

To: PENINSULA TOWNSHIP OF MICHIGAN
 From: Accident Fund Ins Co Of America
 Agency: Peterson McGregor & Associates
 Agency Code: 9013127
 Agency Contact:
 Date: Thursday, June 09, 2016
 Insured: PENINSULA TOWNSHIP OF MICHIGAN
 Quote Id: 8011597-01
 City/State: TRAVERSE CITY, MI
 FEIN/SSN: 386374633
 Policy Effective Date: 07/01/2016
 Policy Expiration Date: 07/01/2017
 Transaction Effective Date: 7/1/2016

ACCIDENT FUND INS CO OF AMERICA is pleased to present your endorsement quote for Workers Compensation Insurance coverage in the state of MI.

Michigan Merit Modification is Unavailable

Premium: \$14,748.00
 Minimum Premium: \$750.00
 Prior Premium: \$15,780.00
 Change in Written Premium: \$1,032.00
 Dividend Plan:
 Payment Plan: Direct Bill - 1 Pay (Deposit 100%)

Employers' Liability

Each Accident \$500,000.00	Disease - Policy Limit \$500,000.00	Disease - Each Employee \$500,000.00
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Installment Schedule

Installment #	Date Due	Installments	Amount(\$)
1	7/1/2016	WC Policy - Initial Installment - 100%	14,748.00

Total Installments \$14,748.00

A per bill fee may apply.

Other Payment Plan Options

- 2 Pay (Deposit 50%)
- 4 Pay (Deposit 25%)
- 10 Pay (Deposit 10%)
- 12 Pay (Deposit 8%)
- Premium Finance - Full Pay
- Monthly Self Report
- AccuPremium

Coverage

State	Location	Class Code	Class Description	Premium Basis	Rate per \$100/Factor	Est. Annual Premium
Michigan	1	7380	AMBULANCE SERVICE COMPANY-	\$240,000.00	7.2500	\$17,400.00

			DRIVERS			
Michigan	1	7904	FIREFIGHTERS	\$90,000.00	10.2500	\$9,225.00
Michigan	1	8810	CLERICAL OFFICE EMPLOYEE	\$318,027.00	0.2100	\$668.00
Michigan	1	9015	BUILDING-OPERATIONS	\$0.00	4.8800	\$0.00
Michigan	1	9102	PARK, MUNICIPAL	\$63,734.00	4.5500	\$2,900.00
Michigan	1	9220	CEMETERY OPERATIONS	\$1,800.00	7.7900	\$140.00
Michigan	1	9403	TRANSFER STATION	\$0.00	10.0200	\$0.00
Michigan	1	9410	MUNICIPAL, TWP, COUNTY OR STATE EMP NOC	\$80,979.00	1.6000	\$1,296.00
Subtotal						\$31,629.00
Michigan	1	9741	CATASTROPHE	\$794,540.00	0.0100	\$79.00
Michigan	1	9740	TERRORISM	\$794,540.00	0.0200	\$159.00
Michigan	1	9037	GROUP/ASSOCIATION CREDIT	\$31,629.00	0.9500	(\$1,581.00)
Michigan	1	9807	INCR LIMITS OF EMPLOYERS LIAB	\$30,048.00	0.0100	\$300.00
Michigan	1	9898	EXPERIENCE MODIFICATION	\$30,348.00	0.7700	(\$6,980.00)
Michigan	1	9034	RENEWAL CREDIT	\$23,368.00	0.9600	(\$935.00)
Michigan	1	9880	1-800 CLAIMS	\$22,433.00	0.9900	(\$224.00)
Michigan	1	9880	MANAGED CARE	\$22,433.00	0.9900	(\$224.00)
Michigan	1	9887	SCHEDULE CREDIT	\$22,433.00	0.7000	(\$6,730.00)
Michigan	1	0063	PREMIUM DISCOUNT	\$15,255.00	0.0652	(\$995.00)
Michigan	1	0900	EXPENSE CONSTANT	\$0.00	0.0000	\$250.00
Subtotal						(\$16,881.00)
Total for Location						\$14,748.00
Total State Premium						\$14,748.00
Total For Policy						\$14,748.00

Deleted Optional Mod MI SCHEDULE CREDIT 25%

Added Optional Mod MI SCHEDULE CREDIT 30%

Deleted Optional Form WC000403 - EXPERIENCE RATING MODIFICATION

The quotation requested should be considered an estimate and is subject to change based on changes in rates or any other item by jurisdictions that have control over such items. The quote is valid until the effective date of the endorsement.

Premium Summary / Comparison

Coverage (Trident Package)	Proposed Premium
General Liability	\$4,984
Public Officials' Liability	\$1,560
Employment Practices Liability	\$1,668
Commercial Auto	\$12,758
Property	\$5,525
Inland Marine	\$1,541
Crime (Primary)	\$910
Excess Liability	\$3,208
Workers Compensation	\$14,748
Excess Crime- 3Year Term Installment	\$375
Total	\$47,277

Accident & Disability Coverage (Provident)	2016/2017		
	Present Plan	Plan 1	Plan 2
Annual Premium	\$7,649	\$7,829	\$8,774
3 Yr. Installment Premium	\$7,150	\$7,318	\$8,201
3 Yr. Prepaid Premium	\$20,685	\$21,171	\$23,725

Items to Discuss

- Health Insurance
- Life Insurance
- Personal Lines Insurance
- Umbrella - Increased Limits Quote
- Would you like to receive your renewal update by email next year?
- Would you like to receive your documents by email?
- Executed Argonaut Group Terrorism Disclosure - Attached
- Signed and Dated Travelers Management Liability renewal application - attached

DISCLAIMER - The abbreviated outlines of coverage's used throughout this proposal are not intended to express any legal opinion as to the nature of coverage. They are only visuals to a basic understanding of coverages. Please read your policy for specific details of coverages.

To: Peninsula Township Board

From: Michelle Reardon, Planning & Zoning Department

Re: PDR Selection Committee

Date: April 21, 2016

We are currently working with the Chris Sullivan of the Grand Traverse Regional Land Conservancy to negotiate the next PDR project as part of the Round IV applications. As part of this process, the PDR Selection Committee will need to be re-appointed. This is a seven (7) member committee that is currently vacant for all positions. Section 6 of Ordinance #23, Purchase of Development Rights (attached), regulates this membership.

The most recent PDR Selection Committee included:

~~Jon Schmitke~~ *now d*

Dave Edmondson

Cindy Ruzak

Ray Weigel

Fred Woodruff

~~Doug Schroeder~~ *No*

Ed Roy

These appointments expired in August of 2009. Staff is requesting the appointment of a new committee at this time.

Feel free to contact me should you have any questions.

Everyone else interested

June 20, 2016

Peninsula Township
Attn: Monica Hoffman
1325 Center Road
Traverse City, MI 49686

Dear Township Selection Committee:

I am writing to submit my interest in serving on the Purchase of Property Development Rights Selection Committee.

I have been a resident and property owner on the peninsula since 2000. I am a transplant from East Lansing, Michigan. I moved to Traverse City when I was promoted by Lutheran Social Services of Michigan as their Regional Director. As Regional Director of LSSM I was responsible for managing an annual budget of over \$ 5,000,000 to fund staff and services to people with disabilities in residential settings. I am familiar with local, state and national regulatory standards as well as subsidized housing funding for residential settings. My responsibilities included oversight of a work force totaling over 137 staff and contract negotiation and management with five different public agencies in a nine-county area of Northern Lower Michigan.

I offer a strong commitment and interest in the Peninsula's unique and expanding PDR program. I have participated in local land conservation efforts and fundraising for renovation and preservation of the Dougherty House. One of the reasons I purchased my home was due to the fact that the surrounding farm land was owned by the late Walter Johnson, one of the very first farmers to participate in the PDR Program. A maple tree with a plaque has been planted in my front yard which commemorates Walter's stewardship as a farmer. I am also familiar with the pioneering work of the township's former planner, Gordon Hayward, who played a key role in the research and draft of the original PDR for the peninsula. I have been an active, registered voter on the peninsula for over 16 years.

I would be happy to provide the board with any additional information and references. I hope we can meet to discuss our mutual interests in the near future.

Sincerely,


Karen Cline
14826 Center Road
Traverse City, MI 49686

Home: 231-223-8922
Cell: 231-463-5926

348 PM
MCH

Susan J. Curtis
8768 Horizon Drive
Traverse City, MI 49686

231-649-8333
curtis.susan@gmail.com

June 21, 2016

Monica Hoffman, Peninsula Township
13235 Center Road
Traverse City, Michigan

Dear Ms. Hoffman,

This letter is to indicate my interest in serving on the selection committee dealing with PDRs in Peninsula Township.

Please let me know what additional information I can provide about my qualifications.

I look forward to hearing from you.

Sincerely,


Susan J. Curtis

2:45 PM
MH