

GLEN ARBOR TOWNSHIP

P.O. Box 276 Glen Arbor, MI 49636
231-334-3539 FAX 231-334-6370

Peter Van Nort, Supervisor

Bonnie Quick, Clerk

Terry J Gretzema, Treasurer

John Pepler, Trustee

Don Lewis, Trustee

Regular Board Meeting

February 20, 2018 Minutes

Meeting was recorded

Township Clerk, Bonnie Quick, called the meeting to order at 7:30 PM in the Glen Arbor Town Hall meeting room. Supervisor Van Nort was not present. All other Board members were present. The Pledge of Allegiance was recited.

The agenda was presented with additions and modification and accepted. **Motion to approve the agenda by Gretzema. Support by Pepler. Motion carried.**

Minutes from the January 16, 2018 regular board meeting were presented. The minutes for the 02/02/2018 special board meeting were presented. **Motion to approve the minutes of the regular board meeting by Gretzema. Support by Pepler. Motion carried. Motion to approve the special board meeting by Gretzema. Support by Lewis. Motion carried.**

Public Comment – None

Wage and Salary Advisory Commission – report on salary adjustment recommendations.

The committee recommended a 2.1% increase for each elected official.

Motion to accept the recommended salary increase from the Wage and Salary Advisory Commission for the Supervisor's increase by Gretzema. Support by Pepler. Roll call vote and motion carried 4 to 0.

Motion to accept the recommended salary increase from the Wage and Salary Advisory Commission for the Clerk's increase by Lewis. Support by Pepler. Roll call vote and motion carried 3 yes and 1 abstained.

Motion to accept the recommended salary increase from the Wage and Salary Advisory Commission for the Treasurer's increase by Pepler. Second by Lewis. Roll call vote and the motion carried 3 yes and 1 abstained.

Motion to accept the recommended salary increase from the Wage and Salary Advisory Commission for the Trustee's increase by Quick. Second by Gretzema. Roll call vote and the motion carried 3 yes and 1 abstained.

Treasurer's Report

Cash on hand as of 02/20/2018 is \$4,094,431.19. Of that amount \$608,000.00 still sits in the tax collection fund and that is yet to be distributed.

The Park Construction Fund has a balance of \$539,000.00.

The Township has accumulated funds in the Debt Service Fund for the Park Bond of \$72,000.00.

The Township received its annual report from the Community Foundation of Traverse City. The Townships current balance is \$53,474.00. This is an annuity.

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General Fund: Expenses: \$10,368.04. Payroll: \$14,928.21. **Motion to approve and pay General Fund expenses and payroll by Lewis. Support by Pepler. Motion carried.**

Emergency Services Advisory Commission Report – Bill Witler – The Commission reviewed the bills and the payroll payments, and recommends payment.

Emergency Services: Expenses \$33,352.91. Payroll: 73,945.64. **Motion to approve and pay the Emergency Services expenses and payroll by Gretzema. Support by Pepler. Motion carried.**

Fire Chief Operations Report – John Dodson – candidate testing – no one was available for testing. Rob Calsbeek and John Dodson have scheduled a meeting with the Union President to discuss recruitment and retention. Budget amendments are being prepared to close out the budget for the year. The Empire building study is complete and was submitted to the board last Tuesday. It is available for review on the Township website. The billing agent will be at the April ESAC meeting to explain the lock box process. The 2% grant from the Grand Traverse Tribe was received. The amount was \$9,824.29. The money will be used for a rescue tool. It is a battery operated jaws of life.

Zoning Administrators Report – Submitted in writing.

Monthly Assessors Report – Submitted in writing.

Correspondence

- Sleeping Bear Dunes NL News Release re: Shutdown
- Mika & Meyers local Government Law Bulletin
- Leelanau County Road Commission Road Manager's Report
- The Center for Local, State and Urban Policy, Michigan Public Policy Survey
- MTA Legislative Update
- Up North Prevention
- Planning & Zoning News, Michigan Township Focus

Unfinished Business

- Circuit Court decision on Dana L. Roman-Cowell Appellant, vs Glen Arbor Township Zoning Board of Appeals Appellee, and Vaughn R. Dietzel's Revocable Trust, Intervening Appellee.
- Resignation of George Quarderer from the Zoning Board of Appeals due to health issues. Supervisor Van Nort is looking for a replacement.

New Business

- Budget Amendments – **Motion to approve the amendments by Gretzema. Support by Pepler. Roll call vote. Approved 4-0**
- Quote for a new laptop for the Clerk's office. **Motion to approve the purchase of a laptop by Gretzema. Support by Lewis. Motion carried.**

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- Resolution #2-2018 – Control and use of the Township Credit Card. **Motion to adopt the resolution by Quick. Support by Pepler. Roll call vote. Approved 4-0**

Planning Commission Report – John Pepler – work being done to amend the Zoning Ordinance.

Public Comment – Glen Lake Association – Bill Witle – there was a meeting of the Watershed Protection Project at the Empire Township Hall.

Board Member Comments – Insurance – terrorism coverage. It will be continued.

Supervisor Comments – N/A

There being no further business, the meeting was adjourned at 8:20 PM.

Respectfully submitted,

Lori Nash
Glen Arbor Township Deputy Clerk