

**GLEN ARBOR TOWNSHIP**

P.O. Box 276 Glen Arbor, MI 49636

231-334-3539 FAX 231-334-6370

Peter Van Nort, Supervisor

Pam Laureto, Clerk

Lee Houtteman, Treasurer

John Pepler, Trustee

Don Lewis, Trustee

**Regular Board Meeting**

5/21/19

The meeting was called to order by Supervisor Van Nort at 7:30 PM in the Glen Arbor Town Hall meeting room. Roll Call – all Board members were present. The Pledge of Allegiance was recited.

The agenda was presented with corrections. **Motion by Pepler, support Laureto to approve the agenda as corrected. Motion carried.**

Supervisor Van Nort reviewed the rules for public comment.

Public Comment: None

Minutes were presented from the 4/30/19 regular board meeting. **Motion by Lewis, support by Houtteman, to approve the minutes of 4/30/19 regular board meeting. Motion carried.**

Minutes were presented from the 5/14/19 special board meeting. **Motion by Pepler, support by Lewis, to approve the minutes of the 5/14/19 special board meeting. Motion carried.**

**Treasurer's Report** – Total cash on hand as of 4/30/19 was \$3,128,856.30

**General Fund:** Expenses \$39,057.33. Payroll: \$15,940.91. **Motion by Laureto, support Van Nort, to pay the Townships bills and payroll. Motion carried.**

**Emergency Services:** Expenses \$48,559.60. Payroll: \$106,111.35. **Motion by Laureto, support Van Nort, to pay the Emergency Services bills and payroll. Motion carried.**

**Emergency Services Advisory Commission Report** – Bryan Ferguson gave a brief report on behalf of Linda Ihme. The bills are somewhat higher in April as they always are because the Glen Lake Fire Department doesn't make purchases in March.

**Fire Chief Operations Report** – Bryan Ferguson gave the operations report. One new EMT was hired and started a week ago. A 2<sup>nd</sup> hire will be starting shortly. The Glen Lake Fire Department is still 3 people short.

Bryan has been working with the National Park Service to devise a plan for dune rescues. Because the lake level is so high, and there is no beach, dune rescues will be very tricky this year.

The department is getting ready for their annual pancake breakfast to be held on July 7<sup>th</sup> at the Town Hall.

**Zoning Administrators Report** – Submitted in writing.

**Monthly Assessors Report** – Submitted in writing.

**Correspondence** – Supervisor Van Nort reviewed the correspondence and highlighted some of the pertinent information.

1. Seniors Coffee Connection
2. Leelanau County Household Hazardous Waste and Electronics collections
  - May 18 at the Leelanau County Government Center
  - June 22 at Glen Lake School
  - September 7 at Peshawbestown
  - October 5 at Elmwood

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3. MTA Weekly News & Information (3)
4. MTA 2020 Annual Meeting will be held 4/27/20 – 4/30/20 at the Grand Traverse Resort
5. MTA Monthly Legislative Update
6. ALICE in Leelanau County
  - ALICE is an acronym for Asset Limited Income Constrained Employed families that earn more than the federal poverty limit but less than the amount required to run a family of four
  - 7% of households in the county are at the poverty level and 26% are considered ALICE. Van Nort is trying to determine if there are poverty households in Glen Arbor township.
7. Consumers Cost Recovery Hearing – regarding a power supply cost recovery plan
8. Glen Lake Community Schools Quarterly Newsletter
9. MTA Action Alert
  - Townships were asked to write their congressmen regarding laws about short term rentals. Supervisor Van Nort wrote to Jack O'Malley on May 6<sup>th</sup>.
10. Participating Plan Rebate
  - The Township received a \$988.94 dividend from the Par Plan
11. BATA Discussion Notification
  - meeting to be held 5/28/19 from 10:00 – 12:00 noon at the government center

**Unfinished Business**

1. Communications Reports
  - Van Nort presented a public service announcement outlining the communications work the township has engaged in since July 2018. He proposed we publish this in the Leelanau Enterprise as was suggested at the May 14 Special Board Meeting. **Motion by Laureto, support Houtteman, to publish the communications report on our website, in the Leelanau Enterprise, and in the Glen Arbor Sun. Motion Carried.**
  - Laureto said she has a meeting scheduled to begin work on the new website.
  - Houtteman reported on his discussions with D & D Sign regarding costs for removing the current sign and costs for a replacement sign that would meet zoning requirement. He discussed 3 options, a single sided sign, and two double sided signs, one with 6.44mm pixels and the other with 11mm pixels.

Lewis asked for clarification because the cost for removal and the cost for a new installation were both presented as \$3,800.00. Houtteman confirmed that the quote for removal and the quote for a new installation were both \$3800.00.

Lewis asked if there was discussion with D & D Signs regarding trade-in or resale of the current LED sign. Houtteman said he had those discussions and has received an email from their sales rep indicating that he had emailed several companies to let them know we have the signs available and giving them the Townships contact information.

Pepler asked about D & D Signs input on readability at a distance. Houtteman said he asked if we could see samples in place before any decision is made. The sales rep said he could make samples available.

Pepler said that it sounds like what we have in place now is going to be removed. Houtteman agreed. **Motion by Pepler, support by Laureto, to remove the current sign.** Discussion ensued regarding what components might be reused if we were to replace the LED sign. It was felt that only the electric and electronic components would be reused. **Motion carried 4 – 1.**

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2. Van Nort reminded the Board about the Special Waste Pick-up on Saturday, May 25 from 8:00 – 12:00 noon. He outlined the items that can and those that cannot be set out.

**New Business**

1. Van Nort presented a proposal from Aspen Wireless to upgrade the Townships public Wi-Fi system. There is fiber optic at the American Tower and by upgrading the Wi-Fi the Township and its businesses can utilize the high-speed fiber optic and expand the area of service to the Homestead, Glen Craft Marina, LeBear, and potentially even Glen Haven. Additionally, it will allow us to have the security cameras at the boat ramp, the park, and the garden all on one central system that can be viewed in the township offices. Van Nort introduced Eric Metalla from Aspen Wireless who answered questions from the Board. Total cost for the new equipment and installation is \$12,850. **Motion by Van Nort, support by Houtteman to accept the proposal from Aspen Wireless. Motion carried.**
2. Laureto presented Budget Amendment Resolution #1 – 2019/2020. The \$10,000 donation to the Glen Lake Library which was approved at the January 15, 2019 Township Board Meeting was not included in the 2019-2020 budget. This amendment will correct that. **Motion by Van Nort, support by Pepler, to approve Budget Amendment Resolution #1 – 2019/2020.**
3. Laureto updated the board regarding the Soil Erosion and DEQ permits required for installing the boat ramp. The boat ramp permits will cover us until lake levels change again. Laureto also informed the board that the County's Soil Erosion control officer suggested we apply for an annual soil erosion permit to cover the Township for any digging projects we might have throughout the year. All agreed this should be done. Laureto will make the permit application.
4. Laureto presented the updated Special Event Forms and reviewed the fees currently being charged. The current fees were discussed. All agreed to leave the forms and fees as presented.
5. Laureto presented a list of 14 groups for which the township would waive application and rental fees. The list was reviewed, and 1 additional organization was added. **Motion by Van Nort, support by Lewis, to adopt the amended list of groups for which the Township will waive application and rental fees. Motion carried.**
6. Van Nort reported that the "Friends of Sleeping Bear" have made application to the Grand Traverse Band for a \$2,500 grant to start an annual festival of nations and educational symposium which they will establish in partnership with the tribe and national park. The grant will be used to cover a caterer. **Motion by Van Nort, support by Pepler, to support the grant application. Motion carried.**
7. Supervisor Van Nort reminded the Board that Bob Worst has resigned as the administrative assistant for the Fire Department. He was the individual who did the minutes for ESAC. Dana Boomer was nominated for the position of recording secretary of ESAC. Van Nort has spoken with her and she is willing and able to take the job at \$20.00/hour. **Motion by Van Nort, support by Lewis, to hire Dana Boomer at \$20.00 per hour to be the recording secretary to the Emergency Services Advisory Commission. Motion carried.**
8. Van Nort informed the Board that Mike Garver is resigning from ESAC because he and his wife will be spending 6 months here and 6 months in North Carolina. Van Nort solicited names for his replacement and the chairman of ESAC put forward Jan Bauer. Van Nort present background information and work history for Jan Bauer. **Motion by Van Nort, support Laureto, to appoint Jan Bauer to the unexpired ESAC term of Mike Garver. Motion carried.**

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**Planning Commission Report** – John Pepler reported that the last meeting was very short, that Lance Roman was unable to attend, and that the commission only had some general discussions.

**Public Comment**

Bryan Ferguson updated his report to include the information that the Dry Hydrant was recently reinstalled at the DNR boat ramp on Little Glen. He asked about attaching buoys and who he needed to notify. Pepler said the buoys should be white with orange stripes and the DNR should be contacted.

**Board Member Comments**

Don Lewis said he received an email from Bob Ihme of Glen Arbor Outdoor explaining that he will work with Laureto as the contact person. Laureto explained that since she needs to know what work is done in order to approve the bill payment it makes sense for her to be the contact for Glen Arbor Outdoor.

Don Lewis updated the board on his recent meeting with Bob Ihme about the Heritage Trail. Lewis asked Ihme to share background information on the Heritage Trail with Laureto. Laureto indicated that Ihme did speak with her and plans to schedule a meeting with some of the Township's Board members and representative of the National Park to discuss plans for the Heritage Trail. Ihme indicated the project would eventually involve coming to the board for funds. Laureto informed Ihme that if a quorum of the Board is present then the meeting will require public notice. Van Nort suggested that Laureto take over the interface role with Bob Ihme and the work that Glen Arbor Outdoor does for the Township and that Lewis and Laureto work with Bob Ihme on the Heritage Trail project. All agreed.

John Pepler invited the Board to his open house for the new Coldwell Banker building on June 19 from 4pm - 6pm.

Van Nort commented that labor negotiations continue with Emergency Services. He reminded the board of who is representing the Township in the labor negotiations and who they have brought in to support them. Van Nort indicated that they have had one meeting in which the union presented their suggested changes to the contract. The Township reps have met twice to develop a counter proposal which they will present at a labor negotiation meeting tomorrow.

The supervisor declared the meeting adjourned at 9:16 PM.

Respectfully submitted,

Pam Laureto  
Township Clerk