

**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**

6/18/19

The meeting was called to order by Supervisor Van Nort at 7:32 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. **Motion by Lewis; support Pepler to approve the agenda as corrected. Motion carried.**

Public Comment: Eric Winkelman read prepared comments titled Signage 2.0. He is in favor of having an electronic sign. He gave suggested modifications to the sign and suggested a sign referendum on the November 2020 election.

Kim Alm gave comments about problems with the school bus during times of bad weather on Cheney Rd. She stated the road can be unsafe in the winter, the school bus will not use the road, and parents must drive their children to Wheeler Road to meet the bus. She stated that safety on Cheney Rd is a huge problem and it needs to be addressed for the entire community.

Minutes were presented from the 5/21/19 regular board meeting. **Motion by Pepler; support Lewis, to approve the minutes of the 5/21/19 regular board meeting. Motion carried.**

**Treasurer's Report** – Total cash on hand as of 5/31/19 was \$3,144,602.06

**General Fund:** Expenses for May 22 through June 18, 2019 were \$35,338.10. Payroll for the same period was \$25,138.45. **Motion by Laureto; support Pepler, to pay the Townships bills and payroll. Motion carried.**

**Emergency Services:** Expenses for May 22 through June 18, 2019 were \$102,757.61. Laureto stated the bills are higher than normal due to the arrival of the turnout gear and the delivery of the new command vehicle. Payroll for the same period was \$80,965.81. **Motion by Laureto; support Lewis, to pay the Emergency Services bills and payroll. Motion carried.**

**Emergency Services Advisory Commission Report** – Linda Ihme was absent. The report was not given.

**Fire Chief Operations Report** – Bryan Ferguson gave the operations report. Bryan gave details of the department's response to a recent house fire describing the difficulty of getting water to the fire and assistance from Leland, Cedar, and Suttons Bay.

GLFD has received several employment applications and one new part-time person has been hired.

In addition to the turnout gear and truck, the department has been playing catch up on vehicle maintenance. About \$7,000 of their expenses were for repairing the pumps on several of the trucks.

GLFD had 39 calls for the month of May and the department is up almost 50 calls for the year. Most of these are routine but the department seem to be busier this year. Two calls were for building fires and about 80% of the calls are medical.

The pancake breakfast will be held at the Town Hall on July 7 beginning at 8:00 AM.

In response to a question, Ferguson indicated there is no difference in response time for a gravel road vs. a paved road.

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**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. Correspondence is available in the Township office for review.

1. Leelanau Conservancy (2)
2. Glen Lake Library (2)
3. Zoning Board of Appeals notice because we are within 300 feet of the challenged ruling on Western Avenue Grill.
4. Township Focus Magazine which contained a large article on assessing and described the Boards three primary functions; 1) assessing property, 2) collecting taxes, and 3) holding elections.
5. Weekly News and information from the MTA (4)
6. Letter from the T.A.R.T. Trails regarding trail development
7. Michigan Township Officials Directory – a copy has been ordered for the Board
8. Leelanau County Senior Services - Supervisor Van Nort attended the Senior Expo held today at Suttons Bay High School. There were over 100 vendors present with information for seniors.
9. Leelanau County – Details of the Counties tire recycling program.
10. MTA Monthly Legislative Update - there is a bill in congress that would allow the local governments to set the standards for short term rentals
11. Court of Appeals Ruling – the court upheld the principle that a township is not bound by any incorrect statement of unauthorized approval that may have been made by its employees and agents.

**Unfinished Business**

1. Fee Waivers for non-profit groups: Clerk Laureto indicated that since last month's discussion and vote in favor of waiving rental and application fees for GA non-profit groups, she has learned that four groups were omitted and that the vote on a policy should be a roll call vote. **Motion by Laureto; support by Lewis to reaffirm last month's vote on Policy #1 – 2019 the Waiver of Township Space Rental and Event Fees, with the addition of four groups. Roll call vote. Ayes: Pepler, Lewis, Houtteman, Laureto, and Van Nort; Nye's: none, Abstentions: none. Motion carried.**
2. Communications Status
  - Van Nort stated the sign has been removed but it is not the end of the discussion. The effort to have the correct type of sign continues.
  - A Communications status report will be printed on the back of the tax bills which will be out next week.
  - Laureto stated that improvements and upgrades to the current website continue and that the current website is now to the point where work can begin on the new website.

**New Business**

1. Laureto described Policy #2 – 2019 for the Payment of Time Sensitive Bills. The policy will allow specific entities to be paid before the board vote's approval of bill payment at the monthly meeting. This will avoid late fees and interest charges. This policy replaces a previous policy by adding a list of specific entities. **Motion by Lewis; support Houtteman to approve Policy #2 – 2019 for payment of time sensitive bills for the Township and for Emergency Services. Roll call vote. Ayes: Pepler, Lewis Houtteman, Laureto, and Van Nort; Nye's: None, Abstentions: none. Motion carried.**

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2. Firework Ordinance Issues: 1) Van Nort described 4<sup>th</sup> of July fireworks displays on Sleeping Bear Bay and said that some of those could be described as professional. The Township has an ordinance that deals with consumer and minimal impact fireworks. The State has recently updated its legislation on consumer fireworks. The Township does not have an ordinance for commercial/professional displays. Van Nort asked our attorney to draft a) a modification to our current consumer ordinance to match the new state legislation and b) an ordinance that deals with commercial displays.

2) The Township had a request for a permit for a commercial display. Van Nort proposed that he be allowed to give a permit from the Township to the requesting individual if the individual meets the standards that the State of Michigan has established for professional displays of fireworks.

**Motion by Van Nort; support Peppler to give the supervisor authority to issue a one-time permit if the individual meets the States standards. Motion carried.**

3. Parking Study: The Cherry Republic has a J1Visa person who is in a civil engineering study in Columbia. The student suggested that he do a parking study for Glen Arbor. The proposal was presented to the Planning Commission who forwarded it to the Town Board for approval and funding. Van Nort requested permission from the Town Board to negotiate to pay the individual \$1000.00 for the work describe in the student's proposal. Laureto shared her concerns with the proposal and the payment requested. Peppler asked to revisit the issue when the student returns to the states. Lewis shared his concerns and indicated he does not support it at all. Houtteman thought the study had value but not for the money proposed by the student. The issue is on hold until the student returns and will be revisited at the July meeting.

4. Heritage trail discussion: Peppler said the Planning Commission has been discussing a connection route for the Heritage trail and agreed it was ready to bring to the Board. Bob Ihme, Planning Commission's Heritage Trail Committee Chair presented a brief history of the last 10 years of work involving a Heritage trail connection including a feasibility study. The project is now at the stage of moving to the engineering work. Ihme shared details of the Prein&Newhof Heritage Trail engineering proposal. Lewis and Laureto, are the Town Board representatives on the Heritage Trail committee. Peppler reminded everyone that in the next few weeks we will see large numbers of people on M-22 and all sorts of things happening that shouldn't be happening on a state highway. People are using M-22 and not the alternative route. He stated that we should have a clear and safe trail that follows the natural route that people use. It is the job of the township officials to protect the people. Van Nort asked about the costs and timeframe. Ihme responded that some time ago the planning commission recommended, and the township approved, to spend \$10,000 to begin the process and about \$6,000 was spent for the feasibility study in 2017. Lewis described what the board is being asked to support, and the grants and donations we can expect if the first portion of the engineering study is funded by the board. Laureto asked Julie Clark TART Trails Executive Director, to speak to the importance of the proposed trail connection, funding possibilities, public use of trails, and maintenance possibilities.  
**Motion by Laureto; support Lewis, to authorize the expenditure of up to \$40,000.00 to fund the engineering work up to the 50% mark with the stipulation that we will meet with the engineering firm and set up a reasonable time line that will fit with the townships budget. Motion carried.**

5. Assessing Responsibilities: Van Nort spoke of the importance of the township ensuring high quality assessing. Portions of the MTA article on assessing were highlighted and aspects of the GA assessor's report where presented. Peppler said he sees similar reports from several of the surrounding counties and believes that Glen Arbor's assessors do a very good job compared to other townships and counties.

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6. Speed Monitoring Signs: Van Nort shared that the Township received a proposal from a company that sells electronic speed monitoring signs. He indicated that the Glen Lake Assoc. has urged the Township to request lower speed limits on our streets. The Board was not interested in pursuing the signs. Pepler thanked Van Nort for his work on getting double solid yellow lines on many roads.

**Planning Commission Report** –Pepler reported that two aspects of the recent planning commission meeting, parking study and Heritage Trail have already been discussed. Planning commission meetings are canceled for July and August. Pepler proposed that we have a plaque detailing all the past township leaders. The board agreed this was a good idea.

**Public Comment** - None

**Board Member Comments**

Lewis talked about the ZBA meeting that was held on June 12 and the meeting to be held on June 27<sup>th</sup>.

Houtteman said the tax bills will be going out on Friday and reminded everyone that the bill can be paid online. There is an additional 2% if the bill is paid by credit card.

Laureto said that Tim Barr is not happy with paying a rental fee for the meeting room. Also, she reminded everyone that she will be gone for election training for the rest of the week.

Van Nort reported that union contract negotiations are continuing. There is a meeting scheduled to review insurance with the union. The Wi-Fi upgrade has started. The estimates and schedules for the road upgrades are forthcoming from the Road Commission.

Pepler shared that we shouldn't make decisions in the future based on a threat from a business to leave.

Meeting adjourned at 9:23 pm.

Respectfully submitted,

Pam Laureto  
Township Clerk