

**GLEN ARBOR TOWNSHIP**

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Peter Van Nort, Supervisor

Pam Laureto, Clerk

Lee Houtteman, Treasurer

John Peppler, Trustee

Don Lewis, Trustee

**Special Board Meeting**

9/1/20

The meeting was called to order by Supervisor Van Nort at 7:31 PM in the Glen Arbor Township Hall. Roll Call – all Board members were present. The meeting was open to the public by teleconference. The Pledge of Allegiance was recited.

The purpose of the meeting was to continue the discussion and dialog of statutory and non-statutory duties of the 4 elected positions of the Township Board and to discuss other pertinent matters that may come up. The Supervisor, Clerk and Treasurer added details to their lists of non-statutory duties as requested at the 8/17/20 special meeting and submitted those for board review. These lists were reviewed. There was some overlap between the lists. The Clerk and Supervisor were asked to compile the lists into a master list and to add time requirements to each item for review at the next meeting.

Supervisor Van Nort informed the Board that the Leelanau School will be closed to the public beginning September 4<sup>th</sup>. Due to this closure the Park Commission has requested that small groups of Pickle Ball players be allowed to play in the Townhall gymnasium. Laureto said that the Fitness group has also asked to return to the Townhall. The Board discussed the matter and decided that groups of 10 will be allowed use the Hall beginning September 14<sup>th</sup> with specific rules as follows:

- There will be a leader responsible for the group.
- A contract will be signed by the leader indicating that they will insure...
  - o The doors are closed and locked
  - o Windows are closed and locked
  - o All lights are turned off
  - o All fans are turned off
  - o The floor is dust mopped
  - o The employee restroom is not used
  - o Any Chair & Tables used are wiped down with sanitizer
  - o Equipment used is put away and room is ready for next group

Laureto will contact the Park Commission to inform them of the decision.

Meeting adjourned at 9:37 pm.

Respectfully submitted,

Pam Laureto  
Township Clerk