

GLEN ARBOR TOWNSHIP

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

John C Soderholm, Supervisor

Bonnie Quick, Clerk

Terry J Gretzema, Treasurer

Kent Kelly, Trustee

Wm. Thompson, Trustee

Regular Board Meeting
February 16, 2016 Minutes
(Meeting Electronically Recorded)

Township Supervisor, John Soderholm, called the meeting to order at 7:30 PM in the Glen Arbor Town Hall meeting room. All board members were present except Bonnie Quick. The Pledge of Allegiance was recited.

The agenda was presented and no modifications were made. Minutes from the January 19, 2016 regular board meeting were presented. **Motion to approve by Thompson, support from Kelly. Motion carried.**

Public Comment – None.

Treasurer's Report – 1/31/16 cash on hand: \$2,631.905. Community Foundation funds in the amount of \$1,985 expected for the Garden this year.

- Bills – General Fund: \$9,098 expenses and payroll of \$13,111. **Motion to approve Thompson, support Gretzema. Motion carried.** Financial statements reviewed.
- Bills - Emergency Services: \$32,181 expenses and payroll of \$68,652. All expenses and financial statements have been reviewed and approved by ESAC. **Motion to approve Gretzema, support Kelly. Motion carried.** Financial statements reviewed.

Municipal Underwriters of MI – Paul Olson:

- A discussion was held regarding the pending claim for damage incurred during the August 2, 2015 storm. Olson will see about getting additional costs covered and the claim settled.
- Olson presented the commercial insurance renewal for 2016-2017, noting that the premium will go up by \$96 over last year. Blanket property coverage increased by 5%.
- Next grant period starts on March 1.

Salary Report – Fran Seymour:

- The Compensation Advisory Committee did a lot of research last year to insure parity with other townships.
- The Committee is recommending a 1% increase for all elected officials.

Salary Resolutions:

- Resolution #2-2016 increasing Supervisor salary by 1%. **Motion by Gretzema, support by Kelly. Roll call vote: All aye. Motion carried.**
- Resolution #3-2016 increasing Clerk salary by 1%. **Motion by Thompson, support by Kelly. Roll call vote: All aye. Motion carried.**

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Salary Resolutions – continued:

- Resolution #4-2016 increasing Treasurer salary by 1%. **Motion by Thompson, support by Kelly. Roll call vote: All aye. Motion carried.**
- Resolution # 5-2016 increasing Trustee salaries by 1%. **Motion by Gretzema, support by Soderholm. Roll call vote: All aye. Motion carried.**

Emergency Services Advisory Commission – Andy DuPont:

- Stevens resigned. Duties will be filled by other staff members.
- Furnace issues continue at Station 1. May need to be completely replaced.
- A group is being formed to work with NPS regarding future MOUs for training, etc.
- DuPont expressed dismay at the result of the unionization vote. Stated that staff never expressed any dissatisfaction over the years, even during 360 reviews, which were all positive. He has heard from people who say they will no longer contribute to GAFRA as a result of unionization. ESAC would like a legal opinion of what role they will play in the future.

Fire Chief Operations Report – John Dodson : No additional comments.

Zoning Administrators Report – Submitted in writing.

Monthly Assessors Report – Submitted in writing.

Correspondence was reviewed and accepted as presented:

- LCRC Manager's Report.
- Township Focus, Planning & Zoning news.

Unfinished Business:

- Vlack's Park – Solon Township invested money into repairs on the dam at the park to be in compliance with the DEQ. They are seeking funds from Glen Arbor and Empire Township to help cover incurred and future expenses based on the discovery of deeds showing ownership by all three townships. Attorneys from Solon, Empire, and Glen Arbor Townships met with Township officials and will continue to investigate the issue further.

New Business:

- Zoning Administrator's Contract - \$2,000 annual increase proposed with new duties to include the administration of the Septic POS ordinance. **Motion to approve Thompson, support Gretzema. Motion carried.**
- Assessor's Contracts – Proposal to increase Polly Cairns' contract by \$600 annually. **Motion to approve Thompson, support Gretzema. Motion carried.** Proposal to renew WAS,LLC (Tim Cairns') 5-year contract, which includes an annual COLA increase. **Motion to approve Gretzema, support by Thompson. Motion carried.**

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- **Motion to appoint Michael Plessner to the Planning Commission, to fill the end of Paul Walter's term, made by Kelly, support by Thompson. Motion carried.**
- **Motion to appoint Mike Garver to ESAC, to fill the end of Joel Battieger's term, made by Kelly, support by Gretzema. Motion carried.**
- Website Update – Three bids were received to update the Township website. After a discussion, a **motion was made to award bid to Bigwater Media by Gretzema, with support from Thompson. Motion carried.**
- Labor Council – Soderholm stated that the Township attorney suggested that the Township hire an attorney that specializes in labor issues to deal with the legal questions stemming from unionization. **Kelly motioned to retain Kenneth Zatkoff as the Township's labor council, Thompson seconded. Motion carried.**
- **Thompson made a motion to award the 2016 restroom maintenance contract to Linda Turner and Kelly supported. Motion carried.**

Planning Commission Report – Kent Kelly

- Minutes from 2/4/16 Public Hearing and regular meeting distributed.
- Public Hearing was to review the changes to the Zoning Ordinance. No public attended.
- A Gordie-Fraser representative for the Hemphill site plan was present. The Commission requested changes to the site plan and approvals from the inspection agencies prior to Public Hearing.
- Master Plan review continued.
- The Commission will begin work on a revision for the SBHT connector to the 3rd leg of the trail.

Public Comment – None.

Board Member Comments:

- Thompson stated that the Chamber is not maintaining the kiosk at the Glen Arbor Garden, which they agreed to do when it was built. Soderholm will contact the Chamber to see if the situation can be corrected.
- Kelly reported that lights are on at the Garden during the evening. Gretzema stated that they are on a timer and go off at 10:30 or 11:00 PM.

Supervisor Comments:

- Fisher Lake dredging expected to be approximately \$24,000 with an \$8,000 deposit required.
- Budget Workshop to be held at 8:30 AM on 2/17/16.

There being no further business, the meeting was adjourned at 8:41 PM.

Respectfully submitted,

Elizabeth Ives
Deputy Clerk