

**GLEN ARBOR TOWNSHIP**

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

John C Soderholm, Supervisor

Kent Kelly, Trustee

Bonnie Quick, Clerk

Wm. Thompson, Trustee

Terry J Gretzema, Treasurer

Regular Meeting, January 21, 2014

Minutes

(Meeting Tape Recorded)

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

The agenda was presented. **Motion to approve with modifications, Thompson, support Gretzema. Motion carried.**

Minutes from the December 17, 2013 regular meeting were presented. **Motion to approve Gretzema, support Thompson. Motion carried.**

Public Comment – None.

Commercial Insurance Presentation – Paul Olson

- Olson distributed the renewal package to the Board and reviewed the contents and various coverages in detail. He added that there are no substantial changes in coverage and that premiums will increase by approximately 5% overall. Previously, he met with the Fire Chief to review changes in the Department. Olson explained the dividend process and the grant process, encouraging the Township to continue submitting grant requests.

Treasurer's Report – Cash on hand: \$1,961,201.92.

- Bills – General Fund: \$11,625.92 expenses and payroll of \$17,588.18. **Motion to approve Thompson, support Gretzema. Motion carried.** Financial statements reviewed.
- Bills - Emergency Services: \$33,405.18 expenses and payroll of \$61,658.85. All expenses and financial statements have been reviewed and approved by ESAC. **Motion to approve Gretzema, support Thompson. Motion carried.** Financial statements reviewed.

Emergency Services Advisory Commission report – Andy DuPont.

- Minutes from the 1/15/14 meeting were distributed.
- One staff member moved to weekends only, weekday shifts covered by existing staff.
- ESO software fully implemented.
- Commercial insurance review.
- 382 Hydrant Truck: Preliminary plans include removing very old and seldom used pump and outfitting the truck with a stake body. Cost is about \$25,000 and was budgeted for next fiscal year. Instead, the cost can be accommodated in this year's budget and other capital expenses will be moved to next year.
- Reported that the Fire Chief issued a negative opinion regarding the proposed bulk propane storage facility in Empire.

Zoning Administrators Report – Presented in writing. 3 Land Use permits issued.

Assessing Report – Presented in writing.

Correspondence was reviewed and accepted as presented.

- Charter Annual Report
- SBDNL Hazard Tree Management Plan
- Planning & Zoning News, Michigan Township News, and Par Plan News

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Unfinished Business:

- Pickleball temporarily located at Leelanau School while gym is being resurfaced. Pickleball players are paying the \$30 fee for the use of their gym.
- The gym floor is finished and will be ready for use on 1/25/14.

New Business:

- The gym walls need to be cleaned due to the dirt and dust created during the floor resurfacing. **A motion was made to approve a payment of \$1,300 to Brian, our current cleaning provider, by Thompson. Support Gretzema. Motion carried.**
- Food Trucks – Kelly reported that nothing in zoning prevents food trucks on private property. The Board requested that the Planning Commission review the issue.
- Kelly questioned whether the Board Conflict of Interest Policy needed to be updated. The Board agreed that the policy should be reviewed by the Township attorney. If no changes are made, only new Board members will need to sign policy, otherwise every Board member will need to review and sign.
- The Recreation Plan was discussed. Quick stated that a meeting was held with the Park Commission and the professional drafting the plan that morning. Public survey will soon be on the website. Plan due to be completed by March.

Planning Commission Report – Kent Kelly:

- Minutes from the 1/9/14 meeting were presented.
- Election of officers postponed until the next meeting.
- The regular 4/3/15 meeting was rescheduled for 4/10/15.
- The Commission discussed increasing the number and diversity of members.
- Tim Cypher, Zoning Administrator, accepted the Commission recommendation that his focus will remain on zoning and not be involved in planning.
- Satellite buildings that exist on Lake Street are grandfathered. Commission raised questions in regard to health department and other County department approvals. Cypher will review with County.

Public Comment – None.

Board Member Comment – Gretzema suggested that members attending the MTA conference coordinate to make sure all relevant workshops are covered.

Regular Board Meeting adjourned at 8:38 p.m.

Respectfully submitted,

Elizabeth Ives, Deputy Clerk