

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, February 18, 2014
Minutes
(Meeting Tape Recorded)

Township Supervisor, John Soderholm, called the regular Board meeting to order at 7:30 PM, in the Glen Arbor Town Hall Meeting Room. All board members were present. The Pledge of Allegiance was recited. Five members of the public were present, as were Fire Chief John Dodson, ESAC member Bill Batterson, and Park Commission member Ron Calsbeek.

The agenda was presented and approved with modifications.

Minutes from the January 21, 2014 regular meeting were presented. **Motion to approve Gretzema, support Kelly. Soderholm abstained. Motion carried.**

Public Comment – None.

Treasurer's Report – 1/31/14 Cash on hand: \$2,390,107.81. Gretzema reported that the GAG Community Foundation balance was approximately \$52,000 and that we should expect a 2014 contribution of around \$1,800.

- Bills – General Fund: \$31,168.84 expenses and payroll of \$12,577.00. **Motion to approve Gretzema, support Kelly. Motion carried.** Financial statements reviewed.
- Bills - Emergency Services: \$50,037.00 expenses and payroll of \$55,908.28. All expenses and financial statements have been reviewed and approved by ESAC. **Motion to approve Thompson, support Quick. Motion carried.** Financial statements reviewed.

Emergency Services Advisory Commission report – Bill Batterson

- Minutes from the 2/12/14 meeting were distributed.
- Chief Dodson recently received certification as Instructor II in the State. He is one of only 14 in the State of Michigan to receive the certification.

Fire Chief Operations Report – John Dodson

- Adam Sevensa would like to take a year-long sabbatical for work in Boston. He is a part-time employee, so there are no additional costs to keep him on that inactive roster. The leave of absence was approved by ESAC. **Motion to approve Gretzema, support Thompson. Motion carried.**
- Four paramedic promotions are slated for April 1, 2014 and costs have already been budgeted. Because they will receive more than a two-step promotion, approval from ESAC was sought and received. **Motion to approve pay raises Quick, support Kelly. Motion carried.** Dodson invited the Board to the March 10, 2014 ESAC meeting to recognize those receiving promotions.
- Update on the refit of Unit 382: Estimated cost \$35,000-\$45,000 and will take 2-3 months once the project is started. RFPs would go out soon for all phases of the project. **Motion to approve going forward with bids Quick, support Thompson. Motion carried.**

Zoning Administrators Report – Presented in writing. 0 land use permits issued.

Assessing Report – Presented in writing.

Correspondence was reviewed and accepted as presented.

- M-DEQ Permit to conduct maintenance dredging at 6766 S. Dunn's Farm Road.
- Planning & Zoning News, Michigan Township News, and Par Plan News

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Unfinished Business:

- Septic Tank Point of Sale Inspection – Prior discussion focused primarily on lakefront properties and the fact that it would be more effective if the Empire and Kasson Townships participated. All Townships had representatives present at the educational meeting. The general consensus was that we need to move forward with planning. Soderholm pointed out that many decisions needed to be made regarding frequency, fees, penalties, standards, exceptions, notifications, etc. (handout of discussion points distributed) and suggested a professional on this topic be brought in to participate in the process. **A motion to proceed Gretzema, support Quick. Motion carried.** There was public comment as follows:
 - Rodger Bauer – Lives in Woodstone, connected to community sewer system. Held to higher standards than current septic systems. Would like to expand POS Inspections to more than just lakefront property owners.
 - Dorothy Barker – Lives on Glen Lake in Empire Township. Appreciates GAT leadership on the issue. Thinks a riparian only ordinance will be difficult.
 - Sara Litch – Lives on Glen Lake. In agreement to include all Townships and watersheds.
 - Laurel Jeris – Lives in Empire Township and also has a home on Glen Lake. Suggested seeking the expertise of Empire Village.
- Rezoning approval – Planning Commission recommended rezoning of parcels on M-22, from Residential I to Business, at a prior meeting. The motion with the correct parcel numbers (006-122-100-10, 006-122-100-00, 006-127,057-00, and 006-127-049-10) was formally presented. **Motion to approve Ordinance #1-2014 Kelly. Roll call vote: All Ayes. Motion carried.**
- Draft Parks & Recreation Plan distributed. There will be a public hearing March 18, 2014. Final plan needs to be filed with the DNR by April 1, 2014. A general discussion followed that included possible changes to the plan and survey as well as community input. The professional hired to draft the plan will incorporate changes after the public hearing.
- Site Plan Proposal – A second phase of the Parks & Recreation Plan will involve a review of existing park services and site uses. Plan should take about a month to complete. The proposed fee for this plan is \$2,800. **Motion to approve Gretzema, support Quick. Motion carried.**

New Business:

- The Compensation Advisory Committee presented a recommendation for an across the board increase of 2%. Ron Calsbeek spoke on behalf of the Committee and also presented a written report. He further recommended that someone undertake a job study to see how the jobs performed at GAT are similar or different from those of other townships. The following resolutions were presented and voted on; final approval by the community will be sought at the March Annual Meeting:
 - Resolution #2-2014: **Increase Supervisor salary from \$20,683 to \$21,097. Motion Quick, support Thompson. Roll call vote: All Ayes, except Soderholm, who abstained. Motion carried.**
 - Resolution #3-2014: **Increase Clerk salary from \$ 34,590 to \$35,282. Motion Kelly, support Gretzema. Roll call vote: All Ayes. Motion carried.**
 - Resolution #4-2014: **Increase Treasurer salary from \$30,381 to \$30,989. Motion Thompson, support Kelly. Roll call vote: All Ayes, except Gretzema, who abstained. Motion carried.**
 - Resolution #5-2014: **Increase Trustee salaries from \$2,984 to \$3,044. Motion Quick, support Gretzema. Roll call vote: All Ayes, except Thompson and Kelly, who abstained. Motion carried.**
- 2013-2014 Budget Amendments, Resolution #1-2014, was presented in writing. **After discussion, review, and modifications, motion to approve Gretzema, support Thompson. Motion carried.**
- Flag Licensing Agreement – A written opinion by GAT attorney, Dick Figura, regarding the use by others of the new Township flag design was presented and discussed. Soderholm stated that Figura suggested dealing with such issues on a case-by-case basis. The Board agreed to act upon requests as they are presented.

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Planning Commission Report – Kent Kelly:

- Minutes from the 2/6/14 meeting were presented.
- All officers were reappointed.
- The regular 4/3/14 meeting was rescheduled for 4/10/14.
- Commission is working on a number of items, detailed in the minutes.
- Tim Cypher working with Commission to review zoning maps.

Public Comment :

- Mike Litch, Kasson Township – Asked if the Planning Commission's Master Plan was completed. Kelly responded that the plan was done, but that a new five-year, long range plan was underway. Litch suggested that the Commission review the Glen Lake/Crystal River watershed plan as they develop the new master plan for the Township. Kelly suggested Litch speak to Lance Roman regarding specifics.
- Rodger Bauer – Wants to encourage an education system for any proposed septic requirements changes.

Board Member Comment:

- Kelly stated that the Planning Commission decided to keep Commission membership to seven.
- Kelly also stated that he'd given the Conflict of Interest policy to Figura for review.

Supervisor Comment:

- Special Board Meeting set for February 25, 2014 at 10:00 a.m. to review and discuss 2014-2015 budget.

Regular Board Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Elizabeth Ives, Deputy Clerk