

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 Meeting, February 19, 2013

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.

The agenda was presented and approved without modification.

Minutes from the January 15, 2013 meeting were presented. **Motion to approve minutes Gretzema, support Thompson. Motion carried.**

Public Comment – None

Treasurer's Report - Cash on hand as of 1/31/13, \$2,226,031.30.

- Bills – General Fund: \$16,598.62. **Motion Gretzema; support Thompson, to approve expenses. Motion carried.** Payroll of \$19,473.97. **Motion Thompson; support Gretzema, to approve payroll. Motion carried.**
- Bills - Emergency Services: \$47,124.83. Approved by EASC. **Motion Gretzema; support Kelly, to approve expenses. Motion carried.** Payroll of \$71,944.16. **Motion Quick; support Kelly, to approve payroll. Motion carried.**

Salary Advisory Committee:

- Frank Krebs recommended that each position receive a salary increase by 2.9% on April 1, 2013.
- **Motion to approve Supervisor increase, Resolution #2-2013, Gretzema, support Thompson. Ayes: Thompson, Kelly, Gretzema, Quick. Nays: None. Soderholm abstained. Motion Carried.**
- **Motion to approve Clerk increase, Resolution #3-2013, Thompson, support Kelly. Ayes: Thompson, Kelly, Gretzema, Quick, Soderholm. Nays: None. Motion Carried.**
- **Motion to approve Treasurer increase, Resolution #4-2013, Quick, support Kelly. Ayes: Thompson, Kelly, Quick, Soderholm. Nays: None. Gretzema abstained. Motion Carried.**
- **Motion to approve Trustee increase, Resolution #5-2013, Quick, support Gretzema. Ayes: Kelly, Quick, Soderholm, Gretzema. Nays: None. Thompson abstained. Motion Carried.**

Fire Chief Operations Report:

- John Dodson reported that performance evaluations were underway.
- PTO policy needs to be changed due to requirements by the payroll service company. They will review new policy with TTA and then approach the Board for final approval.
- In-house paramedic examinations will occur on Friday, February 22, 2013.
- Annual report underway and will be complete by Annual Meeting.
- Needs to make amendments to the 2012-2013 budget, which were presented in writing. Changes will result in an overall increase of \$20,369, which would be shared with Empire, with a net result of approximately \$13K for the Township share. **Motion to approve amendments Thompson, support Kelly. Motion carried.**
- Dodson explained that the department's pagers and radios need to be upgraded to meet new guidelines and that some have been done on an as-needed basis. After soliciting bids, the cost to upgrade the base stations is approximately \$22,000. A discussion followed regarding pursuing grants from the County for financial support. **Motion to approve Quick, support Thompson. Motion carried.**

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- The \$165,000 expense for SCBA bottles, or air packs, has been deferred until the next fiscal year. A solicitation for bids is underway.
- GLFD responded to a call in Kasson Township and Dodson wrote a letter asking for reimbursement for the cost of the call. This response is not covered under the mutual aid agreement with Kasson Township.

Emergency Services Advisory Commission report:

- Minutes from EASC meeting on 2/13/13 were presented.

Zoning Administrators Report: 0 permits.

Assessing Report: Submitted in writing.

Correspondence was reviewed and accepted as presented.

- M-DEQ – Permit SBDNL for dock extension
- Michigan Township News, Planning & Zoning News, Par Plan News

Unfinished Business – Municipal Underwriters Insurance

- Revised proposal submitted in writing. **Motion to approve Gretzema, support Quick. Motion carried.**

Planning Commission Report

- Minutes from public hearing on 1/30/13 and Commission meeting on 2/5/13 presented in writing.
- A general discussion followed regarding existing and proposed changes to parking requirements. Moratorium remains in effect until parking issues are resolved or until the end of March.

New Business - Budget Amendments:

- Special budget meeting on Thursday, February 21, 2013, at 10:00 a.m.
- Budget amendments for the General Fund 2012-2013 year were presented in writing, which result in a net increase of a \$49,359. **Motion to approve Quick, support Gretzema. Motion carried.**

Public Comment – None

Board Member Comment:

- Proposed 2013-2014 budget distributed.
- Custodian retiring at end of February. RFP for replacement services has been published.
- Possible future capital projects were discussed.
- Fire Chief salary discussed.

Regular Board Meeting adjourned at 8:56 p.m.

Respectfully submitted,

Elizabeth Ives
Deputy Clerk