

**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**

November 17, 2015 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. The Pledge of Allegiance was recited.

The agenda was presented; Soderholm requested a executive session after the public comment at the end of the meeting. **Motion by Thompson, support by Gretzema to approve the agenda. Motion carried.** Minutes from the October 20, 2015 regular board meeting were presented. **Motion to approve was made by Thompson, with support from Gretzema. Motion carried.**

Public Comment – Dan Wagner introduced himself as the new Manager of the Leelanau County Road Commission

Treasurer's Report – 8/31/15 cash on hand: \$1,982,514.53. He also commented that items needed to transferred for the Disaster relief fund. Secondly The Bank of Northern Michigan is now the Chemical Bank, which is a 4 star ranked bank and Gretzema would like approval from the Board to use that bank. **Motion by Quick support by Kelly. Motion carried.** He also distributed a copy of the tax bill that is scheduled to go out by 12.1.2015.

- Bills – General Fund: \$22,347 expenses and payroll of \$12,188. **Motion to approve Gretzema, support Thompson. Motion carried.** Financial statements reviewed.
- Bills - Emergency Services: \$35,793 expenses and payroll of \$65,592. All expenses and financial statements have been reviewed and approved by ESAC. **Motion to approve Quick, support Gretzema. Motion carried.** Financial statements reviewed.

Emergency Services Advisory Commission – John Dodson

- One part time employee resigned due to travel distance. Also a computer was damaged and replaced.

Fire Chief Operations Report – John Dodson

- He has fielded many questions regarding the effects of the Storm.

Zoning Administrators Report – Submitted in writing and is in attendance. Tim Cypher, Zoning Administrator presented the request to approve conditional rezoning of Parcel # 006-127-039-00 from R-II to Resort (approx. 2.4 acres) as specified in the Township Master Plan dated March 2013. Sets of drawings and maps are provided to the township board. The Leelanau County Planning Commission has also reviewed the rezoning. It has been approved by the Glen Arbor Planning Commission. **Motion by Kelly, support by Quick, to approve the conditional rezoning of the southern portion of the Hemphill property.** After discussion on the conditions the motion was carried.

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Monthly Assessors Report – Submitted in writing.

Correspondence was reviewed and accepted as presented:

- Glen Arbor Township Park Minutes of 10/27/15
- M-DEQ Permit – Steve Lomske, 6663 M-109, Glen Arbor, MI
- M-DEQ Permit – Jeffrey & Lori Grover, 7600 S Dunn's Farm Rd., Maple City, MI – install 108' x 3' Rosetta stone seawall.
- Sleeping Bear Dunes National Lakeshore: wildland fire fuel associated with the 8/2/15 storm.
- Township Focus, Planning & Zoning News

New Business:

- Snow Plow Bid Opening
  - A-1 Outdoor
  - Lanham ConstructionBoth bids were reviewed by the board. **Motion by Gretzema, support by Kelly to approve the bid from A-1. Motion carried.**
- Township Policy # 3-2015 Use of Signature Stamps And Annual Vendor Review. Review to take place at the beginning of the year in January. **Motion by Thompson, support Kelly to approve Policy # 3-2015. Motion carried.**

Unfinished Business:

- Re-Arbor Task Force Report – Soderholm submitted a report stating that all the trees that were scheduled to be planted by the township have been planted. We will need a maintenance contract with Glen Arbor Outdoor for the new trees. He also received a bill from Deering's Tree Service in the amount of \$20,000. There is more work to be done on Township property. The committee is gearing down and will have a meeting on Dec. 2, 2015.
- Status
  - Paving Project – Soderholm reported that it will be done in the spring.
  - Septic System Replacement – Soderholm reported that it is in process.
- Speed Study for Northwood Drive – Soderholm reported that it was requested. He spoke to the Leelanau County Road Commission, Jim Johnson, and agreed that now is not a good time to do a study. It will be done in the spring.
- Brooks Road Paving Project –The Brooks road paving project will also be looked at in the spring, now that the trees are gone from the storm. The Road Commission reported that the cost would be \$42,000. With Glen Arbor's cost to be \$21,000.
- Status of Miller Hill Paving Project – The hill was walked with the neighbors and several of the Board members. It was concluded that it was not feasible to pave. The gravel surface is much safer. The maintenance of the road may be improved. Dan Wagner from the Road Commission had talked it over with Jim Johnson and both agreed to improve the maintenance. Soderholm reported that the amount currently in our budget, for Miller Hill \$12,500. will be used for other capital improvements like Brooks Rd. **Motion by Kelly to set aside funding to pave Brooks Rd. for \$21,000, support Gretzema. Motion carried.**

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Planning Commission Report: Kelly reported that the new member, Pam Lysaght seems very helpful and is a good addition to the commission. Work on the new Master Plan continues. Kelly requests that a new future goal to be included in the new Master Plan, a study of a safer/better trail connection from Glen Arbor to the new northern trailhead. He suggested coordination with the previous work of the traffic subcommittee.

Public Comment: None

Board Member Comments: Gretzema and Quick wished everyone Happy Thanksgiving.

Supervisor Comments: Soderholm called for the closed session to enter into in order to consider written attorney-client communication regarding employment matters pursuant to MCL 15.268(h) as authorized by MCL15.243(1)(g), **Motion by Gretzema, support Kelly to go into closed session. Motion carried.** Regular Board meeting adjourned at 8:33. Regular Board meeting restarted at 9:06 after closed session.

The Board received two bids for snow plowing at the Town Hall. **Gretzema made a motion to award the contract to A-1 Outdoor Services and Quick supported the motion. Motion carried.**

There being no further business, the meeting was adjourned at 9:07 PM.

Respectfully submitted,

Bonnie Quick  
Clerk