

**GLEN ARBOR TOWNSHIP  
EMERGENCY SERVICES ADVISORY COMMISSION  
MEETING MINUTES**

June 9, 2021

Present: John DePuy, Ron Calsbeek, John Dalton, Larry Krawczak, Jan Bauer, Linda Ihme, Ralph Mittelberger

Absent: None

Glen Arbor Township representatives: Tom Laureto and Pam Laureto

Staff Members: Chief Ferguson

Public: None

The meeting was opened at 10:00 am by DePuy.

**I. Pledge of Allegiance**

**II. Review and approval of agenda**

Ferguson asked to add Draft Capital Budget under New Business. Bauer moved to approve the agenda as amended. Krawczak seconded. Motion passed.

**III. Public comment**

None.

**IV. Review and approval of May 12, 2021 minutes**

Motion to approve the May 12, 2021 minutes by Ihme. Seconded by Dalton. All in favor. Motion passed.

**V. Review of Monthly Check List (start with check #14343) and Payroll**

Dalton inquired about a check for an employee. Laureto explained that it was a new employee and there were issues setting up his direct deposit. Dalton asked if we are finished repairing Engine 211. Ferguson said no and that he intends to replace it within a year. Dalton asked if there were any credit card charges and Ferguson said no. P. Laureto noted that the unusually large #14364 Accident Fund payment of over \$10,000 occurs once a year. A motion was made by Dalton and seconded by Bauer that the check list, including the verbally read bills, and payroll payments have been reviewed, and to recommend payment of unpaid checks to the Glen Arbor Township Board, and to report concurrence with the checks that were necessary to pay early. Motion approved.

**VI. Review of Revenue & Expense Report and Balance Sheet**

### **a. Balance Sheet**

Krawczak asked about a \$350 “business savings” item. P. Laureto said it is a savings account for the ambulance and fire billing service deposits and that it requires a minimum of \$300.

### **b. Revenue & Expense Summary / Detail**

Krawczak asked what might constitute “Miscellaneous Revenue” and P. Laureto said it could be a number of things such as a payment for a FOIA request or sale of an item. Discussion ensued about an old PayPal account that had money in it from the sale of equipment 11 years ago. Dalton asked if the revenue in #651-605 Ambulance/Ordinance Income will be co-mingled. P. Laureto said yes but it is separated on the invoice.

## **VII. Staffing Report**

### **a. Introduce staff**

None.

### **b. General staffing status report**

Two new employees started May 4. One is full-time and one is part-time, both are paramedics. Ferguson has received another application for a part-time paramedic and Lt. Morse will at some point leave his full-time position for a nursing job but will remain as a part-time employee. We have someone on the eligibility list so when he leaves, we will hire another full-time employee. Calsbeek asked if any new applications came in as a result of the signing bonus. Ferguson said one did. One staff member has a back injury and is off until August.

### **c. Exit interview results, if any.**

None.

### **d. Review of GLFD monthly Staff and Officer Minutes**

The Le Bear fire occupied a lot of Ferguson’s time this month. The fire is still under investigation. Calsbeek asked if the boat was used during the event. Ferguson said no, Leland sent a truck that pumped water from Lake Michigan which worked well. There was a \$9 million loss to the building. The Building Department said Blu may be opening soon and some of the units at Le Bear might open. There were nine other fire departments there. Calsbeek asked if our ladder truck served well and Ferguson replied yes. P. Laureto asked if all of our off-duty employees came in and Ferguson said yes. T. Laureto asked if any of the large buildings in town have their alarms directly wired to the fire station. Ferguson said no. Ferguson said the fire started in attic but no fire alarms were going off

when flames were spotted by someone on the beach at 4:00 am. GLFD got 30 or so people out of the building with no injuries. De Puy mentioned the need for “rapid rise of heat alarms” which sense when the ambient temperature rises quickly. DePuy commented on the great letter that Ferguson wrote to the Cedar FD. They appreciated being thanked. Calsbeek suggested thanking the firefighters and helping Blu by sponsoring a dinner when Blu opens. DePuy suggested that it come out of the association’s fund. Ferguson reported that a week later GLFD participated in Mutual Aid by sending two people and the brush truck to help with a brush fire down in Wexford County.

## **VIII. Operations Report**

Nothing to add

## **IX. Old Business**

### **a. ISO Consultant Update**

No update.

## **X. New Business**

### **a. Returning meetings to the Fire Station**

P. Laureto mentioned moving the monthly ESAC meetings back to the fire house. DePuy noted that more staff may attend if they are held there. A decision will be made after the COVID restrictions are updated on July 1.

### **b. Pancake Breakfast**

It will be July 18 this year.

### **c. Capital budget**

Regarding the Capital Replacement plan, Ferguson said the funding we have does not match the proposed budget and that funds could run out by 2026. Engine 211 was to be replaced in the next 2-3 years but recent issues with the frame means it will be replaced sooner. Discussion ensued about the merits of keeping versus selling the rescue boat. Krawczak asked Ferguson to provide the top 10 items he would want in the next few years.

## **XI. Board Members Comments**

DePuy welcomed Mittleberger back to in-person meetings and thanked Calsbeek for his input about the boat. He invited ESAC members to attend a small, private family recognition event for Greg Warnes at the fire station.

## **XII. Public Comment**

None.

**XIII. Adjournment**

Calsbeek motioned to adjourn, seconded by Krawczak. With no objection, DePuy declared the meeting adjourned at 11: 27 am.

NEXT MEETING: July 14, 2021

Minutes prepared by  
Michele Aucello  
Deputy Clerk, Glen Arbor Township

APPROVED