

Regular Board Meeting Minutes

10/19/2021

The meeting was called to order by Supervisor Laureto at 7:32 PM. The meeting was held in the Glen Arbor Township Hall.

Roll Call – L. Houtteman, P. Laureto, T. Laureto, D. Lewis, and J. Pepler were present. Chief Ferguson and several members of the public were also present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion J. Pepler, support D. Lewis, to approve the agenda as amended. Motion unanimously carried.**

All board members stated they had no conflict of interest with any items on the agenda.

Supervisor Laureto introduced Brendon Mullane and Craig Brown from the Leelanau Co. Road Commission and DJ Shook of the Conservation Resource Alliance. Brendon gave some background information on the plans to improve the culverts on Co Road 675. DJ Shook, a biologist with CRA, gave a PowerPoint presentation on how the proposed culvert project will improve wildlife habitat, specifically fish habitat, along the Crystal River. The presentation was followed by a question-and-answer period with all Board members asking questions.

Public Comment: One member of the public read a letter that was submitted to the Township Board earlier in the day.

Minutes of the 9/21/21 Regular Board Meeting were presented. **Motion D. Lewis, support T. Laureto, to approve the minutes of the 9/21/21 Regular Board Meeting as presented. Motion unanimously carried.**

Treasurer's Report 9/30/21 – Cash on Hand by Fund Balance

General Fund	\$ 800,928.71	Park Debt Service Fund	\$120,062.02
Emergency Services Fund	\$2,542,275.64	Fisher Lake SAD Fund	\$ 57,628.45
GLFD Debt Service Fund	\$ 1,505.49	Tax Collection Fund	\$ 18,076.97

Clerk's Report – P. Laureto reported that General Fund expenses for the period of September 22 – October 19, 2021, totaled \$29,468.03 and the payroll for September was \$14,201.32. Also reported was that the interest and principal payment for the Park Bond is due November 1st and a check has been prepared for that. Also paid from the Fisher Lake SAD fund was the \$45,000.00 to Schlicht Ponds which was due when the dredge began and also \$670.00 for Figura Law for legal work related to this and future dredge. **Motion J. Pepper, support D. Lewis, to approve the payment of General Fund bills, the Park Bond interest and principal, and the payroll. Motion unanimously carried.**

Clerk Laureto stated that ESAC reviewed Emergency Services bills and payroll and recommended to the Township Board that those expenses be paid. The Emergency Services bills for September 15 – October 15, 2021, totaled \$263,016.15 and the payroll for September was \$97,529.11. **Motion P. Laureto, support D. Lewis, to approve payment of the bills and payroll for Emergency Services. Motion unanimously carried.**

Emergency Services Advisory Commission Report – In DePuy's absence P. Laureto said that the GLFD Operations Report will cover the items that occurred at ESAC.

GLFD Operations Report – Chief Ferguson's reported that there were 73 calls in September. August and September 2021 are both the busiest on record for those two months. The crews have been out doing pumping at the boat ramp on Little Glen Lake and at Fisher Lake. This is in preparation for the ISO inspection which will be on Tuesday, October 26. There were significant repairs to the ladder truck. The power steering needed to be replaced. The truck is now 15 years old. The department has a new firefighter/paramedic that began at the beginning of October. He is progressing through his orientation well.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

Correspondence – The September correspondence is available in the Township Office for review.

Unfinished Business

1. Supervisor's nomination for the Glen Arbor Township Park and Recreation Board – Supervisor Laureto said it was his pleasure to nominate Kim Volk to the Park and Recreation Board. He presented Kim's background and community work in Glen Arbor. **Motion T. Laureto, support J. Pepler, to nominate Kim Volk to the Park and Recreation Board. Motion carried unanimously**
2. John Pepler gave a cemetery update. He met with Zack Baker to finalize the survey on the cemetery access route easement. He began working on the survey and should have it to us by the end of the week. The Cemetery Advisory Board had their first meeting, the officers are Linda Dewey, Chairman and Diane Calsbeek, Secretary/Treasurer.
3. Clerk Laureto reported that as soon as the survey of the access route to the cemetery is received, she will be submitting a permit application to the National Park which will allow for the access route to be created and for the clean-up of the 2015 storm debris. In preparation for the clean-up and route creation she prepared a Request of Proposal (RFP) which was reviewed by Township Council. The RFP was submitted to Board members prior to the meeting for their review. She requested Board approval for sending out the RFP. **Motion P. Laureto, support J. Pepler to approve the Request for Proposal for Tree, Stump and Brush Removal and Tree Trimming at the Historic Glen Arbor Cemetery. Roll Call Vote. Voting for: J. Pepler, D. Lewis, L. Houtteman, P. Laureto, T. Laureto. Voting against: none. Motion approved unanimously.**
4. Supervisor Laureto gave an update on the Fisher Lake Dredge saying that this dredge has about three times the amount of spoils as the last dredge. They have been working for 3 days and expect to be working for another 10 days. They are using a cable system so that it is centered on the cut. This does prohibit boat traffic. Once finished the spoils will need to drain for a week or so and then they will be removed.

New Business

1. Ordinance Review – Clerk Laureto said that to continue the clean-up process in the office she felt that the Board should take a look at Township Ordinances, especially those that are old, to see if they are still valid or if they need to be amended in any way. She started at the bottom of the Township Ordinance list and pulled out two for review. She would like to review two each month if time permits. She began with a 1995 Cable Television Ordinance which she shared with the Township attorney. He reported that the ordinance was replaced by a newer ordinance and recommended we make that note on the permanent copy and on the website. That has been done. Also looked at was Ordinance 1-91 Glen Arbor Township Pension Plan Ordinance. There is no record that a pension plan was ever established or funded. An ordinance is required to rescind or repeal an ordinance. Ordinance No. 6-2021 Ordinance to Repeal Ordinance No. 1-91 was read. **Motion J. Pepler, support D. Lewis, to adopt ordinance No. 6-2021. Roll Call Vote. Voting for: J. Pepler, D. Lewis, L. Houtteman, P. Laureto, T. Laureto. Voting against: none. Motion approved unanimously.**

The Clerk distributed Ordinance No. 2-91 and Ordinance No. 1-98 for Board Review at next month's meeting.

2. Maintenance Agreement. Clerk Laureto presented the yearly preventative maintenance contract for the Township Hall generator. A previous board put this on an automatic renewal, but they are asking for the current supervisor to sign the invoice as agreement to continue the contract. **Motion D. Lewis, support J. Pepler, to authorize the supervisor to sign the maintenance agreement with Cummins. Motion carried unanimously.**

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3. Signage for the Township Park – Clerk Laureto said she sent all Board members the request submitted by the Park and Recreation Board for signage for the Tennis and Pickleball courts. Submitted with the request were the mock-ups of the various signs. The total cost for 8 high-quality signs is \$715.10. **Motion T. Laureto, support J. Pepler, to purchase the 8 signs requested by the Park and Recreation Board. Motion carried unanimously.**

 4. Removal of Shed – Clerk Laureto reported that the shed behind the township hall was cleaned out by the Supervisor and members of the Park and Recreation Board. The shed is falling apart. She would like to pursue removal of the shed and requested Board authorization to get bids for its removal. **Motion J. Pepler, support D. Lewis, to pursue the endeavor of removing the shed. Motion carried unanimously.**

Park Board Report: Clerk Laureto reported that the Park and Recreation Board did not meet this month. A pickleball tournament was held on October 11th. The proceeds from Tournament fees and T-shirt sales was \$720.00.

Planning Commission Report: J. Pepler reported that the Planning Commission did not meet in October. The next meeting is scheduled for November 4 at 7:30 pm.

Public Comments: none

Board Member Comments:

P. Laureto reported that she attended the 2-day MTA Educational Retreat for Clerks. She said she was pleased that 7 members for the Planning Commission and Zoning Board of Appeals will be attending the Planning and Zoning Educational retreat later this month and the Supervisor will be attending the Supervisor's Retreat.

Supervisor Comments:

T. Laureto noted that the Chamber of Commerce will be having a Tree Lighting ceremony the Friday after Thanksgiving with the Holiday Marketplace to follow. He invited Leonard Thorsen to be our VIP to light the tree. The Tree Lighting will be at 6:15 with caroling immediately following.

Laureto said he was approached by the Leelanau Enterprise with questions about the census. They were wondering what we are anticipating with our 11% drop in census.

Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk