

## Regular Board Meeting Minutes

6/15/2021

The meeting was called to order by Supervisor Laureto at 7:30 PM. The meeting was held in-person 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. **Motion D. Lewis, support J. Pepler to approve the agenda as presented. Motion unanimously carried.**

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

Public Comment: None

Minutes of the 5/25/21 Regular Board Meeting were presented. **Motion D. Lewis, support J. Pepler, to approve the minutes of the 5/25/21 Regular Board Meeting as presented. Motion unanimously carried.**

**Treasurer's Report** – The total cash on hand by Fund as of 5/31/21 is:

General Fund	\$ 905,580.27	Park Debt Service Fund	\$115,953.45
Emergency Services Fund	\$2,886,026.76	Fisher Lake SAD Fund	\$ 52,148.15
GLFD Debt Service Fund	\$ 5,762.75	Tax Collection Fund	\$ 7,718.59

**Clerk's Report** – The General Fund expenses for the period May 22 – June 15, 2021, were \$59,421.28 and the May Payroll was \$14,179.71. **Motion P. Laureto, support J. Pepler, to approve the payment of General Fund expenses and payroll. Motion unanimously carried.**

Clerk Laureto reported that the Emergency Services bills for May 22 – June 8, 2021, totaled \$14,308.31 and the payroll for May was \$95,862.22. **Motion P. Laureto, support J. Pepler, to approve payment of the Fire Department's bills and payroll. Motion unanimously carried.**

Emergency Services Advisory Commission Report – In DePuy's absence P. Laureto made the ESAC report. ESAC met in-person in the Township Hall. They reviewed all the bills and payroll and recommended that the Township Board pay the bills and payroll.

Chief Ferguson reported that for the month of May the department had 43 calls. The major call was a fire at the LeBear Resort on May 15<sup>th</sup> at 4:00am. There were 9 different departments present at the fire and 44 personnel. They were able to keep the damage from the fire to two units and water damage underneath those units. He said that they are getting close to reopening the restaurant. The cause of the fire is still being determined. He reported that at the ESAC meeting there was discussion about Engine 211 which is housed in Empire. Its frame is rusting out making the vehicle unsafe. The vehicle was scheduled to be replaced in two years but that will be moved up. He is beginning to research what is needed for a new vehicle. One of the departments EMTs just finished paramedic school and today started the probationary process for working as a paramedic in the department. They also had one of the part-time EMT personnel finish fire school so that person will be a part-time firefighter/EMT and will be working on the orientation for that position.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

**Unfinished Business**

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1. Clerk Laureto presented the Cemetery Ordinance and Bylaws and asked for input from the other Board members. J. Peppler thanked P. Laureto for all the work she did in preparing the two documents saying that they looked good to him. D. Lewis reiterated Peppler's comments acknowledging the large amount of time spent on the project. T. Laureto asked J. Peppler, Board liaison to the Cemetery, for a synopsis of the immediate goals of the committee. P. Laureto indicated that there is an active and enthusiastic committee of people currently working on the cemetery and that having the documents completed and approved will allow the official Cemetery Advisory Board to be appointed which will facilitate their moving forward. She said that once any corrections are made at this meeting the documents will move to counsel for review and hopefully be back for approval at the July meeting. No corrections were made. **Motion D. Lewis, second J. Peppler, to forward Ordinance #4-2021 and the accompanying Bylaws to legal counsel for review. Motion carried unanimously.**
  2. T. Laureto reminded the Board that last month we looked at a quote for an upgraded network video recorder (NVR). That was tabled pending a meeting with representatives from Aspen Wireless. T. Laureto reported that he met with two representatives, and they admitted there has been problems with the old \$300.00 NVR, it was not reliable, and it had a short life expectancy. We purchased that recorder 3 years ago. He also learned that they had not been contracted to install a camera at the Lake Street boat ramp. T. Laureto said he asked Aspen to quote what it would cost to put a camera at the boat ramp. Aspen Wireless presented a second quote in which they recommended upgrading all our cameras and recording equipment and adding additional cameras throughout the downtown area including the boat ramp. Laureto distributed the new quote and discussion ensued. D. Lewis asked the board to return to the old business item of replacing the defective NVR. T. Laureto said he felt the \$1,047 new recorder would be a good stop gap measure even if we replaced it with upgrades in 3-4 years. **Motion D. Lewis, second L. Houtteman, that we accept the \$1,047 quote for the replacement network video recorder. Motion carried unanimously.**

#### New Business

1. None

**Park Board Report:** Clerk Laureto reported that the Park and Recreation Board had organized a workbee at the park on Saturday June 5<sup>th</sup>. Seventeen community members attended and worked for 2 hours pulling weeds, picking up trash, hanging wind screens and other various maintenance projects. It was a successful event.

**Planning Commission Report:** J. Peppler reported that the Planning Commission held a Public Hearing on a proposed zoning change to allow residential structures in the business district. The PC talked through that and listened to comments from several members of the public. The PC commission agreed to forward the proposed change to the county planning commission for their review and comment. The GA planning commission will not be meeting again until September and will review the counties comments at that time. The public hearing was followed by the regular monthly PC meeting where a joint presentation by the Glen Arbor Art Association and the Glen Lake Chamber of Commerce regarding a collaborative public arts project was presented. The Zoning Administrator will be researching the request and reporting back to the planning commission. No decision was made.

#### Public Comments:

Jane Becker said it is good to be back in the township hall and to see people. She thanked the Board for their work. She wanted to continue to encourage the board to have hybrid meetings using ZOOM so that people who cannot attend in person can be involved.

Janine Dean asked if people could speak up a little bit more.

Patricia Widmayer asked how she can obtain a copy of the Zoning Administrators report.

Jeff Annatoyn also requested that we continue to use ZOOM. He commented that the Planning Commission seemed to be missing two committee members. He said he did not hear any comments or discussion on why 2 were missing. Peppler responded that two of the 7 members resigned their position and that people have all kinds of reasons why they leave committees. He asked about what happens next and if the positions will be filled.

**Board Member Comments:**

**Lee Houtteman** reported that all the mortgage codes are being processed and he has gone over sample bills, so everything is in line for the summer tax bills to go out on June 24<sup>th</sup> or 25<sup>th</sup>.

**Supervisor Comments:**

Supervisor Laureto commented on the issues of hybrid meeting or live streaming and invited other board members to comment. He said that we are constrained by the Open Meetings Act. So, if we say there is going to be a hybrid meeting or live streaming, we will need a competent staff member who can solve technology problems within minutes or else we will need to adjourn the meeting. He believes that is a big hurdle for a small township. The limitation for the ZOOM we have in the meeting room is that the room can only hold 20 people. There is still the technology issue of someone who can solve technical problems immediately, but another problem is that if more than 20 people show up we would have to adjourn the meeting because we simply could not move to the larger space of the Township Hall.

P. Laureto said that we had initially requested a quote for ZOOM equipment for the township hall and that the initial rough estimate was \$50,000 so the Board did not pursue it. Other issues with having audio/visual equipment installed in the Hall is that it would limit how we use the hall. Cameras, monitors, and sound equipment would not allow for basketball or pickleball play and it would cause problems with rentals such as wedding receptions.

D. Lewis said that the Board has spent a lot of time investigating the possibilities and consequences of equipment in the Hall. He said that it would be profoundly expensive to equip the hall. He said that what is even more challenging is the fact that it would be virtually mandatory that you would create a new job description and you would have to have a person that is capable to run and operate the system. Board members cannot do their job and be IT people at the same time. We must be able to meet the requirements of the Open Meetings Act so if we say there is a hybrid meeting running from the meeting room and a 21<sup>st</sup> person walks in we cannot just move upstairs, we will have to cancel the meeting so there are all kinds of complications.

P. Laureto followed up stating that during the height of the pandemic the State Legislature temporarily loosened up the OMA rules. Then people got into the habit of using technologies such as ZOOM. In March, the temporary rules went away, and we are back to operating with rules that are basically the same as pre-pandemic.

Supervisor Laureto said that two members of the Planning Commission did submit letters. He has not determined when he is going to solicit nominees or replace those members. The Planning Commission will not be meeting for the next two months so there is no urgency. He said he has been approached by people who want to be nominated and he will make recommendations to the Township Board when it is appropriate. The letters did not state any reasons for the resignations.

Supervisor Laureto showed a certificate received from the State acknowledging Glen Arborgs accomplishments on the Audit of Minimum Assessing Requirements. T. Laureto also commented on the \$13,800 bill for the Township wide large item waste pick-up. He would like to hear feedback from the community as to whether this should be an annual or every other year event.

John Pepler said that we will be having a 4<sup>th</sup> of July parade according to the long-standing parade Marshall. We need people for crowd control. The parade is not a Township sponsored event or a Chamber of Commerce event. It is a pop-up event that has been occurring for the last 58 years.

Tom Laureto said that the Fire and Rescue Association is about 90% sure they will be hosting the Pancake Breakfast on July 18<sup>th</sup> from 8:00 am – 12:00 noon at the Township Hall.

Motion T. Laureto, second J. Pepler, to adjourn the meeting. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk