

## Regular Board Meeting Minutes

11/16/2021

The meeting was called to order by Supervisor Laureto at 7:30 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. Lt. Morse, a member of the GLFD staff, 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 L. Houtteman, 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.

Public Comment: A newly appointed planning commission member thanked the Board for sending him to the MTA Planning and Zoning Retreat stating that he found it very helpful.

Minutes of the 10/19/21 Regular Board Meeting were presented and amended. **Motion D. Lewis, support J. Pepler, to approve the minutes of the 10/19/21 Regular Board Meeting as amended. Motion unanimously carried.**

Treasurer's Report 10/31/21 – Cash on Hand by Fund Balance

General Fund	\$ 735,976.71	Park Debt Service Fund	\$21,035.60
Emergency Services Fund	\$2,473,537.21	Fisher Lake SAD Fund	\$11,959.66
GLFD Debt Service Fund	\$ 1,502.52	Tax Collection Fund	\$ 7,115.38

**Clerk's Report** – P. Laureto reported that General Fund expenses for the period of October 20 – November 15, 2021, totaled \$43,096.44. The \$23,000.00 loaned to the Fisher Lake Dredge is included in the bill total. The payroll for October was \$13,807.35. Also reported was that the final payment of \$2,700.00 to Grobbel Environmental is due from the Fisher Lake SAD fund. **Motion P. Laureto, support D. Lewis, to approve the payment of General Fund bills, the payment to Grobbel Environmental for overseeing the dredge, 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 October 9 – November 9, 2021, totaled \$67,404.13 and the payroll for October was \$99,165.03. **Motion P. Laureto, support J. Pepler, 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 reported that ESAC reviewed the financial reports and Chief Ferguson answered some questions about planned upcoming expenses and additional questions about the Community Paramedic Program. There are currently three individuals attending classes for that program.

**GLFD Operations Report** – In Chief Ferguson's absence Lt. Morse reported that there were 42 calls in October which he said is the busiest October he can remember. There was a water rescue/recovery on Little Glen Lake for which they had several agencies assisting. A GLFD inhouse committee has been working on identifying the required specs for a new Engine. The Engine will likely be ordered within the next couple of months. The department has been working on the ISO (Insurance Safety Office) review. They had their evaluation this last week and it appears the ISO evaluation will be finished soon. The department believes their numbers will have improved and that there is potential for homeowner insurance rates in the area to drop.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

### Unfinished Business

1. Supervisor's nomination for the Glen Arbor Board of Review – Supervisor Laureto said it was his pleasure to nominate David Houghton to the Board of Review. He presented David's background and family history in Glen Arbor. **Motion T. Laureto, support J. Pepler, to nominate David Houghton to the Board of Review. Roll Call Vote. All members voted aye. Motion carried unanimously.**
2. Supervisor Laureto gave an M-DOT update reminding everyone that 1.5 years ago an M-DOT representative met with former Supervisor VanNort to put Western Ave. on the schedule for a chip and seal which was earmarked for this coming spring. The current coordinator was unaware of the project and stated that there has been a lot of turn-over at M-DOT and that Western Ave. is currently not on any list. Supervisor Laureto learned that the current projects involve a chip and fog on M-109 from BooneDocks to M-22 in Empire. They will also be doing work on Empire's portion of M-22 going into the Village.

Supervisor Laureto also spoke with M-DOT regarding the storm sewer lift pump. Laureto offered for the Township to help with costs of a generator to run the pump when power goes out. The regional director understands the problem but said putting a generator at the lift pump station is not going to happen. Laureto will continue to explore options.

3. Supervisor Laureto gave an ARPA update explaining that there are funds going to the State, County, and Local units. He stated that the Township received roughly \$110.00 per resident based on the 2010 census figures which amounted to \$89,910.00. We received the first half of the funds earlier this month. He spoke with our District County Commissioner who was inquiring about how we plan to spend the money. Laureto stated that we are still waiting for the completed directives on how the money can be spent before we begin to explore ideas.

Lewis asked if we had jurisdiction to fix the lift pump problem on our own and T. Laureto responded that he wants to revisit the issue with our local M-DOT representative. Lewis suggested that if it meets the requirements perhaps the storm sewer lift pump could be on our future list for ARPA spending. Laureto said that the required generator is a 3-phase, 80,000-kilowatt generator which is about a \$40,000 generator.

4. Clerk Laureto gave an Ordinance Review Project update saying we are hoping to review two Township Ordinances per month and that last month Ordinance 2-1991 and 1-1998 we given out. Since these ordinances deal with Lot and Land Divisions they were given to the Assessor and Zoning Administrator and were also sent to the Planning Commission for any comments. The Clerk has learned that the Lot Division Control Ordinance (2-1991) is superseded by the Land Division Ordinance (1-1998). The ZA and Assessor have reviewed the Land Division ordinance 1-1998 and made some language changes. P. Laureto said she would make the updates and send the amended ordinance to counsel for review. She anticipates that the amended ordinance will be ready for discussion and potential adoption at next month's meeting. A notation will then be made on the website indicating that the Lot Division Ordinance is no longer in effect.

### New Business

1. MTA Workshop Reports. Clerk Laureto, Supervisor Laureto, and Trustee Lewis each provided highlights from the workshops they attended at the MTA Retreat. All said that they learned new information, found it useful to talk with officials from Townships across the State, and were happy that they participated.
2. Clerk Laureto presented Resolution #15-2021, FY 2021 – 2022 Budget Amendments #1. She reminded the Board that the amendments will be adopted by Activity and pointed out that those were the colored lines on the Resolution. **Motion D. Lewis, support J. Pepler, to approve Resolution #15-2021 to adopt the budget amendments by activity. Roll Call Vote. Voting Aye: D. Lewis, J. Pepler, L. Houtteman, P. Laureto, T. Laureto. Voting Ney: none. Motion carried unanimously.**

3. Cemetery Fundraising. Clerk Laureto said that she has met twice with Cemetery Advisory Board members who are interested in exploring funding for the cemetery through grants and crowdfunding. P. Laureto read 4-5 sentences from MTAs handbook which addressed Township fundraising. She stated that she had spoken with the Township's attorney who indicated that the Board would need to pass a resolution to set guidelines for fundraising and that she also spoke with the Township's Auditor to discuss how donations would need to be recorded and spent. She asked the Board if she should prepare a resolution for next month's meeting. Discussion ensued.

**Park Board Report:** Clerk Laureto reported that the Park and Recreation Board did not meet and that there is a meeting scheduled for next week Monday at 11:00 AM.

**Planning Commission Report:** J. Pepler reported that the Planning Commission reviewed a site plan for Northwood Hardware and briefly described the work that is planned. The site plan was passed by the Commission. The PC did the final review of the Planning Commission Bylaws and approved them. The Township's Land Division Ordinance was briefly discussed. The Commission plans to discuss the Watershed Overlay District proposal at next month's meeting which is scheduled for December 2 at 7:30 pm.

**Public Comments:** A member of the public said she met with the CAB Chairperson to help with a PowerPoint presentation for the CAB Educational Subcommittee. She is interested in being on that subcommittee. She also spoke about learning the process for grant fundraising and the need for a tax ID number.

A member of the public asked if in the future we could provide a copy of the budget to the audience so that following along would be easier.

**Board Member Comments:**

J. Pepler – Reminded everyone that next week we will review the bids received for Cemetery Tree Clean-up.

L. Houtteman – the winter tax bills have gone to the printer. They should go out soon and will be in mailboxes before December 1<sup>st</sup>.

P. Laureto – responded to a member of the public stating that the Township is a tax-exempt organization with a 509(a)(1) status.

**Supervisor Comments:**

T. Laureto said that we have an RFP out asking for bids for tree clean-up at the Cemetery. We are asking for the bids to be submitted by Monday, November 22, by 3:30 PM. Then we will have a Special Meeting on Tuesday, November 23 at 2:00 PM to review the bids and discuss moving forward.

He also reminded everyone that there will be a Tree Lighting ceremony the Friday after Thanksgiving at 6:15 PM.

Meeting adjourned at 8:14 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk