

Regular Board Meeting Minutes

4/19/2022

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 –P. Laureto, T. Laureto, D. Lewis, and J. Pepler were present. Chief Ferguson, Lt. Lienard, Lt. Dykgraaf, 5 members of the GLFD 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.

A Swearing-in Ceremony was held for Lt. Steve Lienard. Chief Ferguson presented the significance of the bugle to the fire department. Lt. Lienard's mother pinned the bugle shaped pins to his uniform collars, his wife pinned his Lt. Shield, and Chief Ferguson presented him with his Lt. Helmet Shield. Clerk Laureto then gave the oath of office to Lt. Lienard.

Public Comment: None

Minutes of the 3/15/22 Regular Board Meeting were presented. **Motion D. Lewis, support J. Pepler, to approve the minutes of the 3/15/22 Regular Board Meeting as presented.**

Minutes of the 3/15/22 Public Budget Hearing were presented. **Motion J. Pepler, support D. Lewis, to approve the minutes of the 3/15/22 Public Budget Hearing as presented. Motion unanimously carried.**

Minutes of the 3/30/22 Special Board Meeting were presented. **Motion J. Pepler, support D. Lewis, to approve the minutes of the 3/30/22 Special Board Meeting as presented. Motion unanimously carried.**

Treasurer's Report 3/31/22 – Cash on Hand by Fund Balance prepared by the Deputy Treasurer and presented by the Clerk.

General Fund	\$ 958,139.50	Park Debt Service Fund	\$121,983.13
Emergency Services Fund	\$3,424,350.12	Fisher Lake SAD Fund	\$ 145.65
GLFD Debt Service Fund	\$ 107,255.44	Tax Collection Fund	\$ 1,991.89

Clerk's Report

Clerk Laureto reported that the Public Safety Building Bond was paid in early April and that the principal and interest totaled \$98,925.00. The General Fund bills from March 31 through April 18, 2022 totaled \$11,192.85 and the March payroll was \$17,075.25 which included payments to all boards and commissions that receive a yearly payment. **Motion P. Laureto, support J. Pepler, to approve the payment of General Fund expenses and payroll. Motion unanimously carried.**

Emergency Services bills from March 8 through April 8, 2022 totaled \$62,787.39. The payroll for March was \$112,455.26 which included the annual PTO payout. **Motion D. Lewis, support J. Pepler, to approve payment of the Fire Department's bills and payroll. Motion unanimously carried.**

Emergency Services Advisory Commission Report – ESAC Chairman Van Nort reported that ESAC met and reviewed the bills, payroll and financial reports and recommended that we pay the bills and payroll.

Fire Chief Operations Report – Chief Ferguson reported there were 23 calls for March, which was normal as many residents are out of town in March. A few vehicles had minor maintenance issues worked on. The department hired one new Firefighter/EMT who had been a part-time employee for the last 3 years. Ferguson thanked Trustee Lewis for participating in the interview process. Cherryland Electric came to educate employees

about downed power lines. Ferguson said his intent is to have them do a demonstration for the public once an hour during the Open House this summer.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. Ordinance Review Project. Clerk Laureto said that she and ZA Cypher are still working on the Junk Ordinance and she hopes to have it next meeting.
2. Fisher Lake S.A.D. Supervisor Laureto reviewed the costs for past dredges of the Fisher Lake Channel, the projected costs of future dredges and the desire of the Fisher Lake S.A.D. residents to extend the existing seawall to its previous length in an effort to extends the time intervals between future dredges. Clerk Laureto presented Resolution 16-2022 Fisher Lake S.A.D. Seawall Fund Transfer. **Motion D. Lewis, support J. Pepler, to adopt Resolution 16-2022 – Fisher Lake S.A.D. Sea Wall Fund Transfer. Roll call vote. Voting Aye: P. Laureto, D. Lewis, J. Pepler, and T. Laureto; Voting Nay: none. Motion carried unanimously.**

Supervisor Laureto presented Resolution 17-2022, the first of five resolutions required by PA 188 of 1954 (MCL 41.723 et seq), which declares the Township Boards intent with regards to the special assessment district and directs the supervisor to prepare plans and cost estimates. **Motion D. Lewis, support J. Pepler, to adopt Resolution 17-2022 – Fisher Lake Improvement Resolution #1. Roll call vote. Voting Aye: P. Laureto, D. Lewis, J. Pepler, and T. Laureto; Voting Nay: none. Motion carried unanimously.**

Supervisor Laureto then delivered the plans and cost estimates to the Township Board and presented Resolution 18-2022 which acknowledges the Boards receipt of the plans and cost estimates for the proposed lake improvement project and schedules a public hearing on the proposed project. The public hearing is scheduled for May 17, 2022 at 7:00 p.m. **Motion J. Pepler, support D. Lewis, to adopt Resolution 18-2022 – Fisher Lake Improvement Resolution #2. Roll call vote. Voting Aye: P. Laureto, D. Lewis, J. Pepler, and T. Laureto; Voting Nay: none. Motion carried unanimously.**

New Business

1. Clerk Laureto presented the First Amendment to the Leelanau School's Lease Agreement which allows the Township to use of their gym for pickleball. The Township attorney reviewed the document and made some modifications and additions. The school agreed with our attorney's changes. **Motion P. Laureto, support J. Pepler, to authorize the Supervisor to sign the First Amendment to the lease agreement with the Leelanau School. Motion carried unanimously.**
2. Supervisor Laureto presented a Consumers Energy Easement Agreement for placing a transformer at the Township Park near the property line shared with Northwoods Hardware. By allowing placement of the transformer the Township will avoid having several trees removed from park property. Additionally, the overhead wires and pole will be removed from park property. **Motion D. Lewis, support J. Pepler, to authorize the Supervisor to sign the Easement Agreement with Consumers Energy. Motion carried unanimously.**
3. Supervisor Laureto presented the new schedule rotation requested by the GLFD which requires an amendment to section 11 of the Union Contract. **Motion J. Pepler, support D. Lewis, to authorize the Supervisor and the Fire Chief to sign the amendment to Section 11 of the Union Contract. Motion carried unanimously.**
4. Clerk Laureto presented 2 versions of a Policy describing a process for Opening and Closing Bank Accounts. Discussion ensued. The issue was tabled for 2 months until a new Treasurer is in place.
5. Clerk Laureto presented the current Townhall rental rates and a new rental rate sheet prepared and suggested by the Deputy Clerk. The suggested rates sheet has increased detail and some rate changes.

**Motion D. Lewis, support J. Pepler, to approve the new Township Hall Rental Rates as presented.
Motion carried unanimously.**

6. There was discussion about the township zoning map. Clerk Laureto presented Resolution 13-2022 which confirms the accuracy of the zoning map. **Motion P. Laureto, support J. Pepler, to adopt Resolution 13-2022 – To Confirm Zoning Map Accuracy. Roll call vote. Voting Aye: P. Laureto, D. Lewis, J. Pepler, and T. Laureto; Voting Nay: none. Motion carried unanimously.**
7. The Supervisor presented dates for a Special Meeting to interview candidates for appointment to the Township Treasurer position. April 25th at 2:00 p.m. was chosen.
8. Clerk Laureto asked the Board if they were interested in offering the Township Parking Lot for a Patriotic concert the 4th of July weekend. The GL Chamber of Commerce is interested in coordinating. The Road Commission permit for 4th of July parade pop-up parade was also discussed.

Park and Recreation Board Report: Clerk Laureto reported that the Park and Recreation Board met on March 17th. They assigned a member to write the annual report, talked about the use of committees, talked about some maintenance issues, planned to hold a Tennis Tournament the last Saturday/Sunday in June and a Pickleball Tournament the weekend after Labor Day. They also discussed the job description for the Park Manager position and decided to call a Special meeting for April 14th to work on the job description and ad posting for the Manager position and to begin working on updates to the 5-year Recreation Plan.

Planning Commission Report: J. Pepler reported that that the Planning Commission met on April 7th and had a public hearing on allowing single-family housing in the business district in areas other than along M-22 from the State Street intersection going north through downtown. The commission voted to make that change and send it to the County Planning Commission for review. The Regular monthly meeting followed where they reviewed two site plans.

Public Comments: The board was asked about the status of a new treasurer and how that person would be trained.

Board Member Comments: P. Laureto said she has submitted the 1st ARPA report. The Township Audit officially begins on May 2nd but she's already begun receiving requests for preliminary reports to be uploaded. She has a request from the Cemetery Advisory Board to work on an RFP for the Ground Penetrating Radar and hopes to begin working on it soon. She is nearly finished with the Township's Annual Report to the Electors and believes it will be on the website by the end of the month.

Supervisor Comments: T. Laureto gave an update on construction of improved culverts and bridges on 675. The project will occur over a 3 – 4-year time frame at a cost of 3.5 million. The start date is unknown. He also informed Board members that there is a new private road in Glen Arbor called Warnes Woods Trail.

Meeting adjourned at 9:02 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk