

## Regular Board Meeting Minutes

6/21/2022

The meeting was called to order by Supervisor Laureto at 7:45 PM. The meeting was held in the Glen Arbor Township Hall.

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

The agenda was presented and amended. **Motion B. Hawley, 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.

Public Comment: Two individuals commented on the Single-Family in the Business District issue. Both were in support of the idea.

Minutes of the 5/17/22 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 5/17/22 Regular Board Meeting as amended. Motion unanimously carried.**

Minutes of the 5/17/22 Fisher Lake Improvement SAD #2 Public Hearing were presented. **Motion D. Lewis, support P. Laureto, to approve the minutes of the 5/17/22 Fisher Lake Improvement SAD #2 Public Hearing as presented. Motion unanimously carried.**

Minutes of the 5/23/22 Special Meeting were presented. **Motion D. Lewis, support P. Laureto, to approve the minutes of the 5/23/22 Special Meeting as presented. Motion unanimously carried.**

Minutes of the 5/31/22 Special Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 5/31/22 Special Meeting as presented. Motion unanimously carried.**

### **Treasurer's Report 5/31/22 – Cash on Hand by Fund Balance**

General Fund	\$ 894,870.16	Park Debt Service Fund	\$122,307.097
Emergency Services Fund	\$3,370,074.13	Fisher Lake SAD Fund	\$ 195.31
GLFD Debt Service Fund	\$ 11,670.47	Tax Collection Fund	\$ 4,723.95

**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.

### **Clerk's Report**

The General Fund bills from May 18 through June 21, 2022 totaled \$63,168.03 and the May payroll was \$12,680.37. **Motion B. Hawley, support D. Lewis, to approve the payment of General Fund expenses and payroll. Motion unanimously carried.**

Emergency Services bills May 11, 2022 through June 14, 2022 totaled \$85,767.69. The payroll for May was \$95,275.80. **Motion P. Laureto, support B. Hawley, to approve payment of the Fire Department's bills and payroll. Motion unanimously carried.**

**Fire Chief Operations Report** – Chief Ferguson reported there were 51 calls in May. On May 20<sup>th</sup> there was a tornado in Gaylord. The department is part of the State-wide mutual aid program and three of our firefighters responded to Gaylord, as did members of all departments in Leelanau County. They formed a team to search buildings. Otsego County was very happy with the response from Leelanau County and all went well. Bids for the new Engine are due on July 7<sup>th</sup>. The new water softener was installed. The trailer for the rescue boat is expected to arrive the 2<sup>nd</sup> week in July. The Annual Pancake Breakfast is July 3<sup>rd</sup> from 8:00 – 12:00 noon at the Township Hall. The department is hosting a blood drive with Versiti Blood Center on July 13 at the Fire Station. They already have 22 appointments booked. The link to sign up is on the department's webpage. On June 29<sup>th</sup> at the Friendly's in Empire the department is hosting what they are calling "Gather with Glen Lake Fire

Department". It's an opportunity for the public to talk with the Firefighters. They will be doing two of these events in Empire and two in Glen Arbor at Art's. The dates and times will be announced when they are set.

**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

1. Supervisor Laureto reviewed the 2<sup>nd</sup> Public Hearing related to the Fisher Lake Improvement S.A.D. #2. Supervisor Laureto read the 5<sup>th</sup> required resolution, Resolution #21-2022, which acknowledges that the Special Assessment Roll is approved and confirmed and that each parcel owner will be given notice of the Special Assessment via 1<sup>st</sup> Class Mail. **Motion D. Lewis, support B. Hawley, to adopt Resolution #21-2022 – Fisher Lake Improvement S.A.D. #2. Roll call vote. Voting Aye: B. Hawley, P. Laureto, D. Lewis, and T. Laureto; Voting Nay: none. Motion carried unanimously.**
2. Parks and Recreation Master Plan – Clerk Laureto reported that B. Hawley, D. Lewis, and P. Laureto met with R. Calsbeek, K. Volk, and A. Moore from the Park and Recreation Board to have a conversation with Mark Robinson of Johnson Hill Land Ethics about the proposed 5-year master plan. Minutes of that meeting, the proposed schedule, and the proposed contract had been distributed to all Board Members for review. A brief discussion ensued. **Motion D. Lewis, support P. Laureto, to authorize the Supervisor to sign the contract with Landscape Architects for \$9,400.00. Motion carried unanimously.**
3. Clerk Laureto reminded the Board that \$400.00 was authorized last month for the cleaning and repair of one stone at the Glen Arbor Cemetery. The Cemetery Advisory Board is now requesting to have a second stone cleaned and repaired. The cost of doing two stone would be up to \$550.00 or an additional \$150.00 over what was already authorized. **Motion D. Lewis, support B. Hawley, to authorize CAB to spend up to \$550.00 for the cleaning and repair of 2 stones at the cemetery. Motion carried unanimously.**

### New Business

1. Clerk Laureto prepared a Request for Proposal for Legal Services which was distributed to all Board Members. She asked the Board to consider two changes to what she had sent out. The Board discussed the proposed changes and the RFP. Dates were discussed and established for when the RFP will be due back. **Motion B. Hawley, support D. Lewis, to proceed with the RFP with the changes that have been noted and an initial due date of September 7, 2022. Motion carried unanimously.**
2. Clerk Laureto said the Park and Recreation Board would like to order 100 hats to be used as a fundraiser. The hats will have the Glen Arbor Township Park logo. The cost is \$10.25 / hat and they plan to sell them for at least \$20.00. **Motion D. Lewis, support P. Laureto to allow the PARB to purchase up to 100 hats to use as a fundraiser. Motion carried unanimously.**

**Park and Recreation Board Report:** Nothing beyond what was already discussed.

**Planning Commission Report:** In J. Pepler's absence P. Laureto, who had attended the meeting, reported that the Planning Commission heard a site plan request from Cherry Republic. The approval was tabled until a proper site plan is received. The Glen Lake Association presented an updated proposal on the Glen Lake Crystal River Watershed Ordinance. No action was taken. Lastly, the Commission discussed the Single-Family in the Business District request made by the Township Board and established a subcommittee to address the issue. The Supervisor said that he was told the subcommittee would meet in the next two weeks.

**Public Comments:** Two members of the public again spoke about the need for the Single-Family in the Business District Zoning amendment.

### Board Member Comments:

**P. Laureto** said that she has mailed out 396 Absent Voter Ballot Applications and that the actual ballots should be arriving later in the week at which time she will begin mailing them out. Laureto also reported that the Cemetery

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Tom Laureto, Supervisor

Pam Laureto, Clerk

Don Lewis, Treasurer

Bob Hawley, Trustee

John Pepler, Trustee

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Advisory Board has decided to delay the Ground Penetrating Radar work and would like to have work done to remove stumps and level the ground. This will require the Township to obtain a permit from the NPS. Laureto suggested that CAB bring the request to the Board and the work be done in the fall.

**D. Lewis** gave a positive update on the progress of Trustee John Pepler.

**Supervisor Comments:** T. Laureto informed the Board that a public meeting is being scheduled for August to update the community on the culvert project along 675. He said that the volume of trash collected at the Annual Spring Clean-up was significantly less than in previous years. He suggested that we do the pick-up every other year. Laureto commended the Fire Department for their work during the Gaylord Tornado stating that he received several emails speaking to the great work done by the Leelanau Firefighters. He reminded everyone of the July 3<sup>rd</sup> Pancake Breakfast and the July 4<sup>th</sup> parade.

Meeting adjourned at 8:47 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk

APPROVED