

## Regular Board Meeting Minutes

8/16/2022

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

Roll Call – B. Hawley, P. Laureto, T. Laureto, and D. Lewis present. The Supervisor paid tribute to Trustee John Pepler who passed away one week ago. Two members of the Leelanau Road Commission, Representative from Rehmann, and three members of the public were 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.

Road Commission Presentation – Brendan Mullane, LCRC Manager, presented a report on Road Commission Activities, Revenues, and Expenses for the previous year. He showed a brief PowerPoint presentation with photos and information on facilities, staff, and equipment. Details were presented on County Road infrastructure, 2021 Revenues and Expenses, and the 2022 budget. He also presented their 2022 Project List and fielded questions from the Board and audience.

Audit Review – Steve Peacock CPA, Principal at Rehmann Robson LLC, presented the draft results of the township audit. He reviewed each fund and stated that the Township received an unmodified, or clean opinion, which is the highest level of assurance that audit firms can place on financial statements. Board members asked several questions which were answered.

Public Comment: None

Minutes of the 7/19/22 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 7/19/22 Regular Board Meeting as presented. Motion unanimously carried.**

Minutes of the 7/27/2022 Special Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 7/27/22 Special Board Meeting as presented. Motion unanimously carried.**

### Treasurer's Report 6/30/22 – Cash on Hand by Fund Balance

General Fund	\$ 837,615.07	Park Debt Service Fund	\$ 122,319.26
Emergency Services Fund	\$3,160,590.59	Fisher Lake SAD Fund	\$ 183.32
GLFD Debt Service Fund	\$ 11,673.08	Tax Collection Fund	\$1,043,948.08

**Emergency Services Advisory Commission Report** – SAC 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 July 20 through August 16, 2022 totaled \$29,099.23 and the July payroll was \$9,722.95. **Motion P. Laureto, support D. Lewis, to approve the payment of General Fund expenses and payroll. Motion unanimously carried.**

Emergency Services bills from July 13, 2022 through August 9, 2022 totaled \$59,231.65. The payroll for July was \$93,908.32. **Motion P. Laureto, support D. Lewis, to approve payment of the Fire Department's bills and payroll. Motion unanimously carried.**

**Fire Chief Operations Report** – ESAC Chairman P. Van Nort presented the Operations Report in Chief's absence saying that Steve Peacock presented the audit to ESAC and the department had a clean and healthy audit. July was a very busy month with 79 calls with 9 on one Saturday alone. The Union negotiations are ongoing. There was a Mental Health Class at the Fire Department so that the would employees understand mental health issues better. The department did what they call a "Gather with Glen Lake Fire" at Art's Tavern. A

few people attended. The department realized they need to do a better job of advertisement. The Chief presented to ESAC the 1<sup>st</sup> draft of the 2023-2024 budget.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

**Unfinished Business**

1. Cemetery Advisory Board Update – Clerk Laureto said that on July 29<sup>th</sup>, the Supervisor emailed the Cemetery Advisory Board and the Township Board requesting that all activities at the Cemetery cease until we learn more about the National Historic Preservation Act, Section 106. She read the Act and spoke with Kim Mann, the Historical Architect with the National Park Service to obtain a better understanding of the Act. Basically, Section 106 are guidelines that all Federal Agencies need to follow. Glen Arbor would need to follow those guidelines if we were going to apply for Federal Grants for use at the Cemetery. State Grants may also require us to follow the Federal Guidelines but that is unknown at this time. Laureto asked Board members if they wished to pursue those types of funds and follow Section 106 guidelines or continue as we have been doing? The Board members stated they wished to continue as we have and complete the cleaning and repair of the headstones.
2. Clerk Laureto said that Scott Post of Prien & Newhof believes he will be ready to present the preliminary trail design at next month's Township Board meeting. The Board agreed to place a News Release in the Enterprise announcing the meeting.

**New Business**

1. Open Trustee Position – The Board discussed the timing for the appointment of a new trustee. Clerk Laureto will place an AD in the Enterprise for the next two weeks. Applications will be due on September 6<sup>th</sup> and we will aim to have interviews the end of that week.

**Park and Recreation Board Report:** P. Laureto reported that the Park and Recreation Board sent a postcard to all Township Tax Payers asking them to complete a survey which was put together by Johnson Hill with input from the Park Board members. Last week the public was invited to attend a public input meeting. In addition to Park Board members and the Township Supervisor and Clerk, 17 members of the public were in attendance and about ½ of them provided input. At that meeting it was stated that over 60 people had already completed the survey. P. Laureto said that Kim Volk is spearheading the 5-yr Park Masterplan project and she believes that Kim is doing an excellent job.

**Planning Commission Report:** No regular meeting. D. Lewis stated that the Single-Family in the Business District zoning amendment was approved at a PC Special Meeting on July 15<sup>th</sup> and the Board approved it on July 27<sup>th</sup>. It passed the 8-day waiting period so Single-Family Dwellings in the Business District is now in force.

**Public Comments:** Garrick Collins introduced himself. He is a Board-Certified Family Practice Physician and works in emergency medicine. He is running for the district 6 County Commissioner position on the Republic ticket. He lives with his wife and children in Maple City for the last 2 years but has lived in Northern Michigan for the last 7 years. His goal is to focus on the work and not the politics and he hopes to serve Glen Arbor well if he is elected.

**Board Member Comments:** Clerk Laureto thanked all of her election workers for the job they did at the August 2<sup>nd</sup> election. The computer program crashed so we reverted to the old-fashioned way and recorded the election in a paper pollbook. We balanced at night end. Michele Crocker and the Canvassers didn't find any issues in our work. Glen Arbor had the highest voter turnout in the county.

The Clerk reminded Board Members that the Glen Lake Fire Department's public budget hearing is on September 14<sup>th</sup> at 7:00PM at the Fire Station.

Don Lewis said that average person cannot begin to appreciate how much time it takes the Clerk to run an election.

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Tom Laureto, Supervisor

Pam Laureto, Clerk

Don Lewis, Treasurer

Bob Hawley, Trustee

John Peppler, Trustee

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**Supervisor Comments:** none

Meeting adjourned at 9:37 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk

APPROVED