

**Regular Board Meeting Minutes**

9/20/2022

The meeting was called to order by Supervisor Laureto at 7:30 PM. Laureto welcomed John DePuy as the new township trustee. The meeting was held in the Glen Arbor Township meeting room.

Roll Call – B. Hawley, J. DePuy, P. Laureto, D. Lewis, and T. Laureto. Chief Ferguson, Lt. Perdue, and seven members of the public were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion J. DePuy, support B. Hawley, 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: D. Burton asked in the Glen Lake Fire Department has entertained thought of sharing response with Cedar Area Fire and Rescue? He stated he lost his uncle one week ago and it took them 13 minutes for Cedar to respond. He wondered if GLFD could respond in a situation like that because they are closer.

Minutes of the 8/16/22 Regular Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 8/16/22 Regular Board Meeting as presented. Motion carried 4:0, 1 abstention**

Minutes of the 9/9/2022 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 9/9/22 Special Board Meeting as presented. Motion carried 4:0, 1 abstention**

Minutes of the 9/13/2022 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 9/13/22 Special Board Meeting as presented. Motion carried 4:0, 1 abstention**

Minutes of the 9/14/2022 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 9/14/22 Special Board Meeting as presented. Motion unanimously carried.**

Minutes of the 9/19/2022 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 9/19/22 Special Board Meeting as presented. Motion carried 4:0, 1 abstention**

Minutes of the 9/14/2022 Glen Lake Fire Department Public Budget Hearing were presented. **Motion P. Laureto, support D. Lewis, to approve the minutes of the 9/14/22 Budget Hearing as presented. Motion unanimously carried.**

**Treasurer's Report 8/31/22 – Cash on Hand by Fund Balance**

General Fund	\$ 806,103.90	Park Debt Service Fund	\$ 122,332.77
Emergency Services Fund	\$3,127,701.65	Fisher Lake SAD Fund	\$ 177.34
GLFD Debt Service Fund	\$ 11,674.37	Tax Collection Fund	\$1,043,948.08

**Emergency Services Advisory Commission Report** – ESAC Chairman Van Nort reported that ESAC met and there are four items to report. 1) They reviewed the bills, financial reports and payroll and recommend the Board pay the bills and payroll, 2) ESAC reviewed the GLFD 2023-2024 budget and recommend the Township Board adopt the budget, 3) ESAC discussed the recent report that PFAS is a component in all Turnout Gear worn by firefighters. There is no alternative at this time but the IAFF is working on the issue, and 4) ESAC members were disappointment in the small turnout for the 9-11 Memorial Service and suggested better publication.

**Clerk's Report**

Clerk Laureto gave details on two checks. One for reimbursement to the Cypher Group, and the interest payment due on the Public Safety Bond. The General Fund bills from August 17 through September 20, 2022 totaled \$38,813.03 and the August payroll, which included all the election workers hours, was \$21,830.65. **Motion P. Laureto, support D. Lewis, to approve the payment of General Fund expenses, payroll and interest on the Public Safety Bond. Motion unanimously carried.**

Emergency Services bills from August 10, 2022 through September 14, 2022 totaled \$917,642.00. The bills included the payment of \$825,589 for the new fire truck. The payroll for August was \$95,357.91. **Motion P.**

**Laureto, support D. Lewis, to approve payment of the Fire Department's bills and payroll. Motion unanimously carried.**

**Fire Chief Operations Report** – Chief Ferguson responded to D. Burton's comments stating GLFD responds into the Cedar area on a mutual aid basis when Cedar's fire department is not available for an EMS call. If Cedar is available then it's their response area. They are regularly in discussions with Cedar about that issue but no defined answer at this time. Ferguson reported there were 72 calls for service in August. He stated that the end of the month he will be gone to Charlotte to participate in the preconstruction meeting for the new fire engine. The department had 2 calls for the fire boat in early September. People were rescued out in the bay. He felt that two individuals would not have had a good outcome if the boat was not available. The new boat trailer has been delivered and is in service. Minor adjustments still need to be made. He worked on the FY 24 budget during August and lastly the department received an assistance to firefighters grant through FEMA for \$95,000 dollars.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

### Unfinished Business

1. Cemetery Advisory Board Update – Clerk Laureto stated she attended the last Cemetery Advisory Board (CAB) meeting since the Township Board has not yet appointed a new liaison to the committee. She said that the Township had budgeted \$17,000.00 this year for Ground Penetrating Radar work to identify burial sites. It's been determined that there are too many stumps, logs, and other debris on the ground for GPR work. The Cemetery Advisory Board is asking the Township use the budgeted funds for further clean-up. Laureto stated that she walked through the cemetery with the CAB chair and believes it needs clean-up work. **Motion P. Laureto, support B. Hawley, to pursue getting bids for further clean-up work at the Cemetery. Motion carried unanimously.**
2. Clerk Laureto said that SBHT engineer has a meeting scheduled with M-DOT for the end of this month. One Board Representative will also be present. Following the meeting with M-DOT, a meeting of the Heritage Trail Subcommittee will be called by its Chair. The engineer should then be ready to present the preliminary trail design at the October Township Board meeting if all goes as planned.

### New Business

1. Pitney Bowes Postage Machine – Clerk Laureto stated that the current machine was purchased in 2007. The US Postal Service has changed the bar code on the stamp and our machine is too old to be upgraded. She reviewed the bid for a new machine and the Service Agreement with the Board. **Motion D. Lewis, support J. DePuy, to purchase a new Postage Machine. Motion carried unanimously.**
2. GLFD FEMA Grant – Clerk Laureto stated that the Glen Lake Fire Department has been awarded an Assistance to Firefighters Grant for the purchase of a ventilation system for the truck bay at the Glen Arbor Fire Station. The equipment estimate at the time of the grant was \$100,000 and the Department was awarded \$95,238.09. There are non-federal funds of \$4761.91 required. Since the grant was submitted in late 2021 the costs of the equipment have increased by about \$5,000. Laureto read Resolution #23-2022 Township Contribution for the Glen Arbor Fire Station Ventilation System. **Motion J. DePuy, support D. Lewis, to adopt Resolution 23-2022 to cover the remaining cost of the ventilation system using funds from the GA Restricted Capital Account. Roll Call Vote. Voting Aye: D. Lewis, B. Hawley, J. DePuy, P. Laureto, T. Laureto; Voting Ney: none. Motion carried unanimously.**

**Motion P. Laureto, support D. Lewis, to have our attorney review the grant requirements to ensure we are in compliance prior to accepting. Motion carried unanimously.**

3. GLFD FY 24-26 Union Contract. Supervisor Laureto stated the contract has not yet been finalized. He believes the two sides are close to an agreement. He is anxious to have it finalized as he believes there are several good improvements in the contract. He reserved further comment until next month's meeting.

4. Supervisor Laureto presented the GLFD FY 2023-2024 budget which is required to be adopted 6 months in advance of FY start. **Motion D. Lewis, second J. DePuy, to adopt the GLFD FY 2023 – 2024 budget. Roll call vote. Voting Aye: D. Lewis, B. Hawley, P. Laureto, and T. Laureto; Voting Nay: none. Abstaining: J. DePuy. Motion carried 4:0.**
5. Supervisor Laureto reviewed the Empire Reconciliation of Payments and Shared Expenditures for the GLFD. The reconciliation uses the final audit numbers. Costs are reviewed to determine which pertain to just Glen Arbor, just Empire, and those that are shared by both townships. The revenues are similarly reviewed. Empire is given an estimated amount to contribute 12 times per year in order to meet their 47% of the cost. The shared revenue over shared expenses is then compared to the amount contributed by Empire and the amounts are reconciled. A few details remain before it is complete.
6. Supervisor Laureto presented his proposed millage rates for FY23. In each of the 4 categories, Township Operating, Public Safety Bond debt, Park Improvement Bond debt, and Emergency Services Operating he proposed lower millage rates than the previous year which will bring in slightly less income to the 2 debt services and the Emergency Services. Despite a slightly lower millage rate there will be a small increase in the Township Operating revenue due to increased property values. **Motion J. DePuy, support B. Hawley, to adopt the millage rates as presented. Motion carried unanimously.**
7. Clerk Laureto reminded the Board that last month the Auditor explained that to use money from the Park Restricted Fund, a resolution is required. She read Resolution 22-2022 – Park Restricted Fund Transfer, which will allow \$4,562 to be used for Park Improvement expenses. **Motion P. Laureto, support D. Lewis, to adopt Resolution No. 22-2022. Roll call vote. Voting Aye: D. Lewis, B. Hawley, J. DePuy, P. Laureto, and T. Laureto; Voting Nay: none. Motion carried 5:0.**
8. Clerk Laureto present two requests for use of the Township Hall at no cost. One is a Yoga group and the other a men's bible study. The times do not conflict with other activities. **Motion B. Hawley, support J. DePuy, to allow the Yoga group to use the hall providing the class is open to the general public and not-for-profit. Motion carried unanimously.**  
**Motion P. Laureto, support B. Hawley, to allow the men's Bible Study to use the meeting room providing it is open to the public. Motion carried 4:0 with J. DePuy abstaining as he is a member of the group.**
9. Clerk Laureto informed the Board that the Fisher Lake SAD checking account is required to have a \$1000.00 balance to avoid service charges. The Service Charges have been \$6.00/month. The balance is below the required amount and is expected to remain low for several months. **Motion P. Laureto, support J. DePuy, to loan the Fisher Lake SAD Fund \$1000.00. Motion carried unanimously.**
10. DePuy's roll on the Emergency Services Advisory Board, now that he is a Township Trustee, was discussed. DePuy will remain on ESAC. Voting issues were clarified.
11. Township Board Representative to the Planning Commission – Supervisor Laureto asked B. Hawley if he would be willing to serve as the Board Rep to the Planning Commission and he responded yes. **Motion P. Laureto, support D. Lewis, to appoint Bob Hawley as the Township Board Representative to the Planning Commission. Motion carried unanimously.**

**Park and Recreation Board Report:** Clerk Laureto reported that the Park and Recreation Board met on September 15<sup>th</sup>. They received over 500 responses to the survey. Responses are currently being analyzed by Johnson Hill as part of the Park 5-year Master Plan. In addition to the survey, Johnson Hill met with several stakeholder groups, and is currently working with the GL school to gather information from students. A public meeting is scheduled for October 12 at 7:00 pm where Johnson Hill will present their analysis and preliminary 5-year Master Plan. The Park hosted a Pickleball Tournament on September 17<sup>th</sup> which was well attended, and which utilized several volunteers. \$680 in tournament fees and donations were collected.

**Planning Commission Report:** A. Dotterweich gave highlights of the September 1 meeting.

**Public Comments:** N. Mueller addressed the safety of bicyclists during the crowded summer season. She suggested the Township eliminate parking on the north side of M-22 through downtown making that side of the

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Pam Laureto, Clerk

Don Lewis, Treasurer

Bob Hawley, Trustee

John DePuy, Trustee

road for bicyclists. She also suggested the speed limit to be lowered through downtown and going north on M-22 up to 675.

**Board Member Comments:** **J. DePuy** thanked John Peppler for being a member of the Township Board. He said that John had a real commitment to this community. He wanted to pay tribute to John and recognize how much he will be missed.

**P. Laureto** said that ballots for the November 8<sup>th</sup> election are due into the office on September 29<sup>th</sup> and that she expects to mail out well over 300 ballots the 1<sup>st</sup> week in October.

**Supervisor Comments:** **T. Laureto** acknowledged Nate Perdue's effort in obtaining the FEMA grant and thanked him for his work. He responded to D. Burton's comment and expressed condolences for the loss of his uncle. Laureto suggested putting a message on the back of the winter tax bill. He acknowledged that there are traffic issues in the summer and stated that the Township does not control speed limits and the State Police will likely not lower the speed limit. Laureto stated he is concerned about small children and noted that parents are not watching them. Laureto said there will be a public meeting on the Culverts project in late October.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk

APPROVED