

**Regular Board Meeting Minutes**

10/18/2022

The meeting was called to order by Supervisor Laureto at 7:31 PM. 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 twelve members of the public were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion D. Lewis, 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: none

Minutes of the 9/20/22 Regular Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 9/20/22 Regular Board Meeting as presented. Motion unanimously carried.**

**Treasurer's Report 9/30/22** – Cash on Hand by Fund Balance

General Fund	\$ 834,957.94	Park Debt Service Fund	\$122,345.84
Emergency Services Fund	\$2,259,008.24	Fisher Lake SAD Fund	\$ 171.36
GLFD Debt Service Fund	\$ 4,100.54	Tax Collection Fund	\$370,329.22

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

**Clerk's Report**

Clerk Laureto reported that the new postage meter arrived and is working well. The Township's QuickBooks accounting consultant has left Rehmann and has taken another job but remains local. In addition to the General Fund bills presented on the monthly check list the principal and interest on the Park Bond in the amount of \$103,060.00 has been paid. The General Fund bills from September 21 through October 18, 2022 totaled \$41,252.65 and the September payroll was \$18,902.99. **Motion P. Laureto, support D. Lewis, to approve the payment of General Fund expenses, payroll and the principal and interest on the Park Bond. Motion unanimously carried.**

Emergency Services bills from September 14 through October 11, 2022 totaled \$112,805.63. The payroll for September was \$101,399.42. **Motion J. DePuy, 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 69 calls for service in September. He, Lt. Lienard and Aaron Brown went to Lansing to review the final specs on the new engine. The truck should be arriving about this time next year. The crews will be out visiting the business in the next couple of weeks to update the pre-incident surveys to make sure they have correct contact information for the owners. There was a State-wide mutual aid request for the large fire in Menominee and the department sent Nate Perdue. He was there for 4 days and departments from across the State are still there. There are a couple of personnel changes. Nate Perdue will be sworn in tonight as a new Lieutenant and Lieutenant Morse is stepping down from full-time service as the departments EMS LT. He will be staying on in part-time status.

The Board thanked Lt. Jay Morse for his 14 years of service.

A Swearing-in Ceremony was held for Lt. Nathan Perdue. Clerk Laureto gave the oath of office to Lt. Perdue and Chief Ferguson thanked Nate's fiancé, and his parents for coming. He gave background information on Nate stating that he's been with the department for 7 years and has been the health and safety officer since 2017 where he's done an excellent job. He implementing a 5 step program for cancer prevention and has been instrumental to the department receiving several grants including the recent \$95,000 FEMA grant. Lt. Lienard's fiancé pinned his Lt. Shield, and Chief Ferguson presented him with his new Lt. Helmet.

**Zoning Administrators Report – Submitted in writing**

**Monthly Assessors Report – Submitted in writing**

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

**Unfinished Business**

1. Cemetery Advisory Board Update – Clerk Laureto stated that the Cemetery Advisory Board has requested the Township do further clean-up work at the cemetery to allow for the Ground Penetrating Radar work to be done. She met with 2 companies qualified to do the clean-up work. One declined to submit a bid because they didn't own the equipment and it would be too costly to rent it and then perform the work. The other gave us a very favorable quote stating they wanted to help out the Township as our residents have given them a lot of business over the years. The quote from Deering's Tree Service is \$3,300.00. The Cemetery Advisory Board has some concerns about disturbing the ground. Laureto talked over those concerns with the person at Gosling Czubek who would do the GPR work. She was able to convey additional information to him and describe the Board's goals for the cemetery. He agreed that the proposed forestry mulching would work well. **Motion B. Hawley, support D. Lewis, to accept the quote from Deering Tree Service. Motion carried unanimously.**
2. Update on FEMA Grant Compliance – Clerk Laureto reported that she and Chief Ferguson met with the township's legal counsel regarding the FEMA grant compliance. The attorney spoke with a grant liaison from FEMA and reported back that there are 2 things that need to be done. One is called an EHP Compliance review that needs to be done because the facility and equipment are being modified. The second is that a procurement policy needs to be in place. I'm working on the initial draft and then the attorney will review and modify as necessary. The procurement policy should be ready for adoption at next month's board meeting.
3. Update on the YOGA class – It is a for-profit group and they have chosen not to rent the hall.

**New Business**

1. Removal of dead Oak Tree from Parking Lot – Clerk Laureto received two quotes which were priced identical at \$1,800.00 **Motion B. Hawley, support D. Lewis, to accept the quote from Deering Tree Service. Motion carried unanimously.**
2. Appoint Township Board Liaison to the Cemetery Advisory Board – Clerk Laureto stated John DePuy and Don Lewis are the two candidates for the position. Board discussion ensued. **Motion J. DePuy, support P. Laureto, to appoint Don Lewis as Liaison to the Cemetery Advisory Board .** Lewis agreed to take the position. **Motion carried unanimously.**
3. Nomination to the Cemetery Advisory Board - T. Laureto nominated Julie Hopple for a 2-year term on the Cemetery Advisory Board. **Motion B. Hawley, second J. DePuy, to appoint Julie Hopple. Motion carried unanimously.**
4. Supervisor Laureto presented the GLFD reconciliation with Empire Township. The Board discussed the reconciliation, the fire department, and planned to begin reviewing the 2008 Glen Arbor/Empire contract.
5. Clerk Laureto stated that the Glen Arbor Women's Club requested that the Township purchase high top tables for use in the hall and that they would pay half. Laureto recommended that if the Board pursues purchasing the tables that the Township should buy them as they would also be used by those renting the hall. Ten high top tables are being recommended at a cost of \$55.00 each. We would accept a donation from the Club but the Township alone would own the tables. **Motion J. DePuy, support T. Laureto, to purchase 10 high top tables at a cost not to exceed \$700.00. Motion carried unanimously.**
6. Clerk Laureto stated that there were several complaints regarding the Christmas light we had up last year. They were not bright enough, not hung well, and they didn't look very good. We have received two quotes for hanging new and better lights. Scott Cain comes highly recommended and he does the lights for other Townships. The Chamber has offered to contribute \$500.00 toward the purchase and \$200.00 per year for maintenance. The Park and Recreation Board would like the old lights and will hang them at

the Park. **Motion D. Lewis, support B. Hawley, to accept the quote from Scott Cain for the purchase and install of Christmas Lights. Motion carried unanimously.**

7. Clerk Laureto reminded the Board that the risk manager from our insurance company was concerned about ice in the parking lot during winter. Laureto suggested the purchase of two OSHA approved signs warning of icy conditions. Discussion ensued regarding number of signs and the front entrance walk. **Motion T. Laureto, support D. Lewis, to purchase three "icy conditions" signs. Motion carried unanimously.**

**Park and Recreation Board Report:** Clerk Laureto reported that the Park and Recreation Board is continuing to work on their 5-year plan. There was a public meeting attended by about 25 people who were mostly focused on tennis and pickleball. Johnson Hill will make some revisions to the draft plan and will resubmit. Once its agreed that the plan is close to its final form there will need to be a 30-day public comment period. The goal is to bring the plan to the Township Board for adoption at the January meeting which would also be a public hearing on the plan.

**Planning Commission Report:** B. Hawley reported that there was a presentation from the Glen Lake Association reminding the Commission that they are very interested in continuing the pursuit of an overlay district. There was some discussion on the issue. The Commission then handled their regular business. He stated that the focus of the PC for the next several months is going to be reformulating the ordinance to make it easier to read. He gave the example of adding tables to display the information and having less verbiage.

**Public Comments:** P. Van Nort had two comments. 1) He said it was too bad that the Township residents are not present to see the thoroughness with which the Board approaches its work and he applauded the Board for that. 2) He said that for the 4 members that are not Tom Laureto we should be every excited about the depth with which Tom analyzes the questions he brings to the Board.

**Board Member Comments:** D. Lewis agreed with Peter's comments.

**J. DePuy** stated that he has planned his final arrangements and that he would like to have his service at the fire station. He has discussed that with Chief Ferguson who suggested that a resolution be drawn up to grant that request.

The Board agreed and Clerk Laureto said she would write the resolution and bring it to the Board.

**P. Laureto** said that, as of today, 415 ballots have gone out and 160 have been returned. New requests for ballots continue to arrive daily. It looks like there will be a very good turnout for this mid-term election.

**Supervisor Comments:** T. Laureto stated he has had some requests to donate benches, trees, etc. and he questions how the Board wants to handle those requests. He will bring this to another board meeting. He reported on the Gateway Council meeting that he and D. Lewis attended. He stated that George Week's house has now been leveled and Rich Quicks house is scheduled to be leveled next spring. He also reported that he is working on the drainage issues in the Township Parking Lot.

Meeting adjourned at 9:55 p.m.

Respectfully submitted,

Pam Laureto  
Township Clerk