

Regular Board Meeting Minutes

11/15/2022

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 –J. DePuy, P. Laureto, D. Lewis, and T. Laureto present, B. Hawley absent. Chief Ferguson, Lt. Dykgraaf, ESAC Chair P. Van Nort and three members of the public (two from FEED, Inc.) were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion J. DePuy, 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: none

Minutes of the 10/18/22 Regular Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 10/18/22 Regular Board Meeting as amended. Motion unanimously carried.**

Treasurer's Report 10/31/22 – Cash on Hand by Fund Balance

General Fund	\$ 823,875.25	Park Debt Service Fund	\$19,297.15
Emergency Services Fund	\$2,164,612.45	Fisher Lake SAD Fund	\$ 165.38
GLFD Debt Service Fund	\$ 4,100.99	Tax Collection Fund	\$30,243.85

Emergency Services Advisory Commission Report – ESAC Chair Van Nort reported that ESAC met and reviewed the bills, financial reports and, payroll and recommends the Board pay the bills and payroll. He also reported that ESAC heard a number of very positive comments about the performance of the Glen Lake Fire Department.

Clerk's Report – Clerk Laureto reported that the High-top tables approved for purchase last month have been delivered and the Women's Club will be using them at their December meeting. Also, the Christmas lights approved last month have been installed. The General Fund bills from October 19 through November 15, 2022 totaled \$35,619.29 and the November October payroll was \$16,549.14. **Motion P. Laureto, support D. Lewis, to approve the payment of General Fund expenses and payroll. Motion unanimously carried.**

Emergency Services bills from October 12 through November 4, 2022 totaled \$65,333.05 and the October payroll was \$93,865.64. **Motion P. Laureto, support D. Lewis, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – Chief Ferguson reported that October was a busy month with 73 calls for service. Fifteen were from one storm but there were also 29 medical calls which was unusual for October. Two of the Department's employees have just completed paramedic school. One of those just today received his State license and the other will be taking the exam next week. The Department is doing vehicle maintenance, oil changes, DOT inspections, and other repairs, during the shoulder season. Chief Ferguson was gone for a large portion of the month and Lt. Dykgraaf was in charge and he did a great job. There is a new part-time EMT who is a local person.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. FEMA Grant Compliance – Clerk Laureto stated that we are required to have a Procurement Policy for the FEMA Grant. She worked with the Township's attorney and a template provided by FEMA to develop Policy #2-2022. She stated that this policy is specific to Federal Grants as this language is too specific for a local vendor. **Motion J. DePuy, support D. Lewis, to adopt Policy #2-2022 Federal Grant Procurement Policy for Glen Arbor Township and its Subsidiary Entities. Motion carried unanimously.**
2. The Clerk read Resolution #24-2022 regarding use of the Fire Station for funerals. There was discussion that this would apply to former members when the Department was called the Glen Arbor Fire Department. **Motion T. Laureto, support D. Lewis, to adopt Resolution #24-2022 Use of the Glen Arbor Fire Station for both Line of Duty and non-Line of Duty Funerals for a Uniformed or Retired Member of the Glen Lake Fire Department. Roll Call Vote. Voting yes: D. Lewis, P. Laureto, J. DePuy, and T. Laureto; voting no: none; absent: B. Hawley. The Supervisor declared the resolution adopted.**

New Business

1. Request by D. Kasper, of FEED, Inc, to authorize a fundraising art/craft show at the Glen Arbor Township Park or Township Hall Parking lot. The application stated there would be 50 – 60 vendors and a mid-August date was requested. Discussion ensued with D. Kasper responding to Board member comments. Various concerns were stated by each Board Member. The Board took no action as the applicant withdrew the request and thanked the Board for their consideration.
2. Sign for Miller Hill – Clerk Laureto requested that, in light of the recent overnight camping at the Miller Hill lookout, the Township place a sign identical to those placed at Lake Michigan road ends which cites the Township Ordinance and MCL number regarding no camping and no fires. T. Laureto said this will make it easier for Law Enforcement to enforce. **Motion D. Lewis, support P. Laureto, to install a sign at the Miller Hill lookout. Motion carried unanimously.**
3. Deficit Elimination Plan – Clerk Laureto stated that there was a deficit this year in the Fisher Lake S.A.D. Fund due to loaning the Fund money to cover the last dredge. The State requires the Township to file a Deficit Elimination Plan by November 20, 2022. Resolution #25-2022 and a letter prepared by the Supervisor were presented. **Motion D. Lewis, support J. DePuy, to approve resolution #25-2022 Deficit Elimination Plan. Motion carried unanimously.**
4. Sparks Grant – Supervisor Laureto stated we have received the draft 5-year plan for the Park which will allow the township to apply for DNR grants. He stated that the DNR recently made available a "Sparks Grant" to encourage public recreation. The grants are for \$100,000 – \$1,000,000,000. He would like to apply and hopes to meet the December 19th deadline. He will emphasize the idea that we are a gateway community to the National Park and our goal is to accommodate people visiting the National Park. The Sparks Grant does not require a 5-year plan but the information we gained by working on the plan will help us apply for the Sparks Grant.
5. Ben LaCross has requested to use the Township Hall for basketball practice for a Glen Lake Student basketball team. He would like to use the hall at no cost for 1-2 nights in November and December 2022 and March and April 2023. **Motion T. Laureto, support J. DePuy, to authorize Ben LaCross to use the Township Hall at no cost for the purpose of coaching a Glen Lake student basketball team with the stipulation that the Glen Lake School has first choice of times. Motion carried unanimously.**

Park and Recreation Board Report: Clerk Laureto reported that she sent everyone a pdf copy of the Draft Parks and Recreation Plan. A copy will be available in the office and on our website. We will need to schedule a public hearing and she believes that will be at next month's meeting or possibly January. The PARB has scheduled a Special Meeting for December 1 at 1:00.

Planning Commission Report: Planning Commission member, D. Burton reported, in B. Hawley's absence, 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.

Public Comments: none

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Board Member Comments: **P. Laureto** said that the Boat Ramp is out and Zack Stanz expects minor repairs next year totaling around \$1,000.00.

J. DePuy asked Chief Ferguson if there were problems this year with debris on the boat ramp. Ferguson responded that we have a plan in place to take care of that and it worked fine.

D. Lewis asked Chief Ferguson for an update on the new boat trailer, the new truck, and the I.S.O. rating. Ferguson provided those updates. Lewis reported on the most recent Cemetery Advisory Board meeting saying that CAB is working on their budget request for next year. The Clerk has submitted a permit request to the NPS for further clean-up work at the cemetery.

Supervisor Comments: **T. Laureto** commented on the two firefighters that are now paramedics encouraging the Chief to acknowledge their hard work over the last 18 months. He acknowledged and thanked the Glen Arbor Women's Club for their generous donation to help cover costs of the new tables. He said that he will be making calls to people during the next few weeks requesting them to serve on various committees. Those appointments will be brought to the Board next month. He talked about the Township Hall parking lot which needs to be black-topped but also needs to have the drainage issues addressed so that the Township Hall will no longer experience flooding. He said a civil engineer will likely need to be brought in and that the project would be a good use for ARPA funds. T. Laureto said that on November 25th we have the tree lighting ceremony and caroling starting at 6:15 pm and that after the sing the Holiday Marketplace will be open and will also be open on Saturday.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk

APPROVED