

Regular Board Meeting Minutes

3/21/2023

The meeting was called to order by Supervisor Laureto at 7:34 PM. The meeting was held in the Glen Arbor Township meeting room.

Roll Call – B. Hawley, P. Laureto, D. Lewis, and T. Laureto present. J. DePuy Absent. Chief Ferguson and Lt. Dykgraaf were also 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 2/21/23 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 2/21/23 Regular Board Meeting as amended. Motion unanimously carried.**

Treasurer's Report as of 2/28/23 – Cash on Hand by Fund Balance

General Fund	\$ 993,979.65	Park Debt Service Fund	\$ 110,389.78
Emergency Services Fund	\$3,154,862.20	Fisher Lake SAD Fund	\$ 23,856.26
GLFD Debt Service Fund	\$ 104,146.87	Tax Collection Fund	\$3,653,995.82

Emergency Services Advisory Commission Report – In the ESAC Chair's absence Clerk Laureto reported that ESAC met and reviewed the bills, financial reports and, payroll and recommends the Board pay the bills and payroll. The diesel exhaust system is just about complete and Chief Ferguson gave the members of ESAC a tour of the truck bay and explained the system.

Clerk's Report – Clerk Laureto reported that she and Chief Ferguson have entered changes to the Collective Bargaining Agreement that were suggested by legal counsel. Chief reviewed those changes with the Union leadership and the Union reviewed them. A couple of minor changes were requested and those have been entered. Formatting will be finished in the next couple of days and she will distribute copies to each board member. Laureto informed the Board that the CBA approval will be on the agenda for the special meeting scheduled for March 29 at 7:30 pm. Final budget amendments, the General Appropriations Act Resolution, and adoption of the FY 24 budget will also be on the agenda for the special meeting. Laureto stated the Principal and Interest payments for the Public Safety Bond will need to be paid April 1st. The General Fund bills from February 18 through March 21, 2023 totaled \$9,967.27 and the February payroll was \$15,949.19. **Motion P. Laureto, support B. Hawley, to approve the payment of General Fund expenses, payroll, and the Public Safety Bond Principal and Interest. Motion unanimously carried.**

Emergency Services bills from February 11 through March 10, 2023 totaled \$59,999.84 and the February payroll was \$87,724.27. **Motion D. Lewis, support P. Laureto, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – Chief Ferguson's described the installation of the diesel exhaust system. There were 28 calls in February. The next couple of weeks will be busy wrapping up fiscal year items. Lewis asked about the Boat Trailer and Ferguson said it should be back in a couple of weeks. Lewis also asked about the sale of the old boat trailer and an ATV. Ferguson explained the process of how those items will be sold.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. Fees and Fee payments for Park and Boat Launch. Clerk Laureto contacted Honor Bank regarding a payment system that would be easy for the public to use. Honor Bank works with NCR Payment Solutions. The system would work by using a QR code at the boat launch and the Park that would send the user to the Township website where NCR will have a link to their system. The user can then make their payment or donation and the money would get deposited into the Township's Bank account. Laureto requested approval to pursue this. **Motion B. Hawley, support D. Lewis, to set up the payment system as explained for both the Park and the Boat Launch. Motion carried unanimously.**

Boat Launch Fees were discussed at the previous meeting. **Motion P. Laureto to increase Boat Launch Fees from \$5.00 - \$10.00 for the daily pass, from \$50.00 - \$75.00 for the seasonal pass and that the Commercial Pass stay the same at \$200.00.** Laureto explained that the Commercial Fisherman help to maintain the ramp by clearing it of debris after a storm which saves the Township money. **Support D. Lewis. Discussion ensued. Motion carried unanimously.**

2. P. Laureto shared that she sent copies of the Cemetery GPR RFP to 9 vendors. The responses to the RFP for the cemetery work are due April 17 at 3:30. The Supervisor and the Clerk will review them for compliance on Monday and the Clerk will scan and send them to Board members. The Board will review them at the April 18 board meeting with the goal of making the award. The work is to be done between May 1 and June 1 and a NPS permit will likely need to be obtained prior to the work.

3. Clerk Laureto said that reservations have been made for Board Members to attend the MTA Conference.

4. Supervisor Laureto discussed new lighting for the Township Hall/Gym. He has worked with an electrician and has received a quote for \$8,000. The light would be LED and the output would be quadrupled. The lights could still be dimmed. The Board discussed the project and Supervisor Laureto will obtain 2-3 additional quotes.

New Business

1. P. Laureto reminded the Board that the Township has had an agreement with Leland Township for marine fire and emergency medical services since April 2014. The agreement is up for renewal and a motion to authorize the Supervisor to sign the Agreement is needed. **Motion P. Laureto, support B. Hawley, to authorize the Supervisor to sign the contract. Motion carried unanimously.**

2. Clerk Laureto said that she received an email, which she shared with the Board, from Glen Lake Association's VP Stan Kryder. The email was a request for funds. She said that she had a conversation with Mr. Kryder reminding him that the Township cannot make donations to non-profits. Yesterday, Rob Karner, on behalf of GLA, sent 3 proposals that GLA would like us to consider for funding. Those proposals were distributed to Board members. Discussion ensued. The Township is spending money on the Fisher Lake/Glen Lake dredges which benefits all taxpayers. The Supervisor will write a response stating that by Law the Township cannot make a donation.

3. Supervisor Laureto said that with regret he reports receiving a resignation letter from Park and Recreation Board member Ron Calsbeek. He stated that Ron has served on the Park Board for a number of years and thanked him for his excellent service over those years. **Motion T. Laureto, support P. Laureto, to remove Ron Calsbeek from the Park and Recreation Board. Roll call vote. Voting aye: D. Lewis, B. Hawley, P. Laureto, and T. Laureto. Voting nay: none. Motion carried unanimously.**

4. **Motion T. Laureto, support D. Lewis, to appoint Bob Merrit as a new member of the Park and Recreation Board for a 2-year term effective immediately. Voting aye: D. Lewis, B. Hawley, P. Laureto, and T. Laureto. Voting nay: none. Motion carried unanimously.**

5. Chief Ferguson presented the final GLFD Budget amendments for FY23. ESAC reviewed the budget amendments. Individual line items were adjusted but the overall bottom line did not change. **Motion P. Laureto, support D. Lewis, to approve the GLFD budget amendments as presented. Motion carried unanimously.**

6. Clerk Laureto distributed copies of last year's Annual Report to the Community and Board members agreed to take on various sections and have the information to the Clerk by the April 18th meeting. The Clerk will compile the report and post in on the website by the end of April.
7. Supervisor Laureto reviewed the quote for pavement markings and board discussion ensued. The markings will be done prior to Memorial Day. **Motion T. Laureto, support D. Lewis to accept the quote and proceed with pavement markings throughout the Town. Motion carried unanimously.**
8. P. Laureto asked the Board if they wanted to hold the 4th of July concert in the Park. The Concert would be on the evening of the 3rd. We will recruit some high school students to help with setting up chairs for the musicians. The Board agreed to pursue the concert.

Park and Recreation Board Report: Clerk Laureto said the PARB met and are continuing to work on goals that were outlined in the 5-year Park and Rec Plan. Several members attended the County's Myles Kimmerly Park and Rec Committee meeting and spoke about the need for additional Pickleball Courts. They are considering courts for Myles Kimmerly and the committee solicited information from our PARB members. The 5-year plan has not been approved by the State.

Planning Commission Report: Trustee Hawley reported that the Planning Commission had a public hearing where they changed the language of the Agricultural District language to clear up some confusion. In the regular meeting they talked about Cherry Republic and their parking arrangements with the Lutheran Church. made a lot of progress . They also worked on the ordinance organizational re-write and made good progress.

Cemetery Advisory Board Report: Trustee Lewis said that CAB spent about 1 hour discussing procedural correctness. They are optimistic that we will have several good proposal from the RFP.

Public Comments: none

Board Member Comments:

P. Laureto said that the Township Audit will be starting May 15th. Brendan Mullane from the Leelanau County Road Commission will be at our April 18 meeting to update the Board on their yearly activities.

Supervisor Comments: The Supervisor said that the Glen Lake Yacht Club requested a marked crosswalk on Sunset Dr. They contacted the Road Commission who said that the Township must be contacted first to initiate the project. He met with a GLYC representative and they discussed the safety of children crossing the road to use the tennis courts. He will talk with the Road Commission regarding this.

He anticipates an action plan for the Township Parking Lot project next month.

He received a letter from a charter fisherman about the problems with parking at the boat ramp at Lake Street.

Supervisor Laureto had a call from Rob Karner about restoring the River Bank at the Township owned property. Laureto said that area needs to get cleaned up but that we don't want to close it off to people and kayaks.

T. Laureto said he had a call from someone who wants to hire a barge and have a professional fireworks display on Glen Lake similarly to what was done in the past. He will work on this with the Zoning Administrator and the DNR.

T. Laureto will get the Fire Chief Evaluation form out to everyone in the next couple of days.

Lastly, the 2008 agreement between Empire and Glen Arbor Townships for Fire and Rescue services needs to be reviewed and renegotiated. He will work on this.

Meeting adjourned at 9:17 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk

APPROVED