

Regular Board Meeting Minutes

4/18/2023

The meeting was called to order by Supervisor Laureto at 7:30 PM. The meeting was held in the Glen Arbor Township meeting room.

Roll Call – J. DePuy, B. Hawley, P. Laureto, D. Lewis, and T. Laureto present. Chief Ferguson, Lt. Dykgraff, Lt. Perdue, ESAC Chair Van Nort and 4 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.

Public Comment: none

Brendan Mullane, LCRC Manager presented a report on Road Commission activities in 2022 and he provided the Board with a breakdown of road maintenance costs by Township. He was accompanied by Jim Calhoun, Vice Chair of the Road Commission.

Minutes of the 3/21/23 Public Budget Hearing were presented. **Motion D. Lewis, support B. Hawley to approve the minutes of the 3/21/23 Public Budget Hearing. Motion carried 4:0 with J. DePuy abstaining.**

Minutes of the 3/21/23 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 3/21/23 Regular Board Meeting. Motion carried 4:0 with J. DePuy abstaining.**

Minutes of the 3/29/23 Special Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 3/29/23 Regular Board Meeting. Motion carried 4:0 with J. DePuy abstaining.**

Treasurer's Report as of 3/31/23 – Cash on Hand by Fund Balance

General Fund	\$1,016,121.74	Park Debt Service Fund	\$111,247.24
Emergency Services Fund	\$3,116,329.15	Fisher Lake SAD Fund	\$ 798.74
GLFD Debt Service Fund	\$ 105,086.80	Tax Collection Fund	\$334,853.34

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 recommends that the Board approve the GLFD updated Policy 200-205.

Clerk's Report – Clerk Laureto reported that an interest payment on the Park Bond is due, the General Fund bills from March 22 through April 18, 2023 totaled \$15,430.92, and the March payroll was \$18,953.95. **Motion J. DePuy, support B. Hawley, to approve the payment of General Fund expenses, payroll, and the Park Bond Interest payment. Motion unanimously carried.**

Emergency Services bills from March 11 through April 11, 2023 totaled \$53,926.80 and the March payroll was \$100,762.03. **Motion J. DePuy, support B. Hawley, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – Chief Ferguson reported that March is usually the slowest month of the year and they had only 27 calls. He said that they have already had 28 calls in April which included 5 grass fires all of which were started by downed power lines due to the high winds. The largest burned 14 acres off of Thorsen Road on National Park property. The diesel exhaust system is nearly complete. They had 5 applicants for two open positions, 3 showed up for interviews, and he plans on hiring 1 individual conditional upon the applicant passing their certification exam.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. Clerk Laureto reported that two separate checking accounts are in the process of being opened, one for electronically collecting boat ramp fees and the other for collecting donations to the park. If the Township maintains \$500.00 in each account and has at least 1 transaction every 6 months then no fees will be incurred by these accounts.
2. All Board members received copies of 5 proposals received in response to an RFP for Ground Penetrating Radar work at the Glen Arbor Cemetery. **Motion P. Laureto, support D. Lewis, to accept the proposal from WorkSmart Inc.** The Board discussed the various proposals noting that the proposed cost varied widely; \$3,990.00 - \$25,476.00. WorkSmart quoted \$4900. **Roll Call vote. Voting yes, J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting no: none. Motion carried unanimously.**
3. Supervisor Laureto spoke with Consumers Energy who recommended a company out of Lansing. They will be visiting on-site and presenting a quote. He is still working on obtaining additional quotes.
4. Clerk Laureto reported that she has completed her sections of the Annual Report to the Community and that the Library, Park and Rec Board, and the Assessor have all submitted their sections. The Cemetery Advisory Board will be submitting their section next week. She reminded the Supervisor and Treasurer that she still needs their reports. The goal is to post the annual report on the website by the end of April.
5. Clerk Laureto reported that she made contact with the Northwestern Michigan College Concert Band and they are happy to perform a 4th of July concert in the park. The concert will be held at the Township Park on the evening of July 3rd beginning at 7:00 pm. There will be approximately 60 musicians. They requested tables be set up for donation jars. The donations help cover the cost of new music and the truck rental to get the instruments and other equipment on site. Renae Ihme has agreed to organize high school boys to set up chairs. We will need to borrow a PA system for the evening.
6. The Board reviewed the new maintenance position. P. Laureto will meet with the chosen individual and go over specifics of the position, employment forms, tour of the properties, etc.

New Business

1. Supervisor Laureto reminded the Board that the new FEMA maps will go into effect of June 7th and the Board needs to adopt an ordinance to designate an enforcing agency and to designate the regulated flood hazard areas. Resolution 10-2023 is an intergovernmental agreement with Leelanau County as we will be designating the Building Inspector of the County Building Safety Department as our enforcement agency. The proposed ordinance and resolution are updated versions of what have been in place for the last 5 years. **Motion D. Lewis, second P. Laureto, to adopt Resolution 10-2023 An Intergovernmental Agreement to Manage Floodplain Development. Roll Call Vote. Voting yes, J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting no: none. Motion carried unanimously.**

Motion D. Lewis, second B. Hawley, to adopt Township Ordinance 1-2023 Addressing Floodplain Management Provisions of the State Construction Code. Roll Call Vote. Voting yes, J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting no: none. Motion carried unanimously.

2. Chief Ferguson explained the changes to the Minimum Staffing Policy. Van Nort reminded the Board that ESAC recommends that the Board approve the updated policy. **Motion D. Lewis, support J. DePuy, to approve the revised minimum staffing policy 200-205. Motion carried unanimously.**
3. Clerk Laureto presented the Board with two requests for use of Township Property. The first request is for use of the Parking Lot for a “Buy Nothing” garage sale type event where donated items can be obtained for free. The Board agreed to allow use of the Parking Lot only. The Hall will not be available for

restroom use and no items/trash should be left on site. The event must occur before the Memorial Day weekend.

The 2nd request is from the Cottage Bookshop who wants to use the hall for free for a presentation by two book reps who will share their favorite upcoming books. The Board decided that, like other businesses in town, the bookshop will be charged to use the hall.

4. Supervisor Laureto presented a request from a family on Big Glen Lake who would like to contract with a vendor for a professional fireworks display. The Board was asked if they want to rescind the 1997 Resolution and allow a commercial grade firework permit. The Board unanimously agreed not to rescind the 1997 Resolution and deny the permit request.
5. P. Laureto presented a request from the Park and Recreation Board to spend \$500 on reusable tablecloths. A Community Pot Luck Dinner is being planned for Thursday, May 25th from 5:30 – 7:00 pm. **Motion P. Laureto, support B. Hawley, to authorize the PARB to spend \$500 on tablecloths. Motion carried unanimously.**

Park and Recreation Board Report: Clerk Laureto said the PARB had a special meeting. They talked about the community pot luck, worked on a pickleball scheduling system, and talked about developing collaborations with other local groups. They are trying hard to get a handle on maintenance issues.

Planning Commission Report: Trustee Hawley reported that the Planning Commission continued their work on the ordinance organizational re-write and made lots of progress at the last meeting.

Cemetery Advisory Board Report: Trustee Lewis reported on CAB's work with the GL School's 8th grade class who will be visiting the cemetery, touring town, and visiting the old Fisher Farm on Friday April 21.

Public Comments: none

Board Member Comments:

P. Laureto informed the Board that the audit will cost \$17,800.00 this year and that she submitted the required compliance report for the ARPA funds the Township received.

J. DePuy said that, with Stan Brubaker's passing, he has been designated as chairman of the 4th of July Parade. He will need some help with organizing who joins from the Christian Science Church location and Broom committee in the downtown area. We want to ensure that everything is kid friendly and appropriate.

Supervisor Comments: The Supervisor informed the Board that the EGLE permit submitted for a Seawall on Fisher Lake was rejected. Laureto said that he explored alternatives with EGLE and believes we will be granted permission to dredge to 4' on future dredges. This would lengthen the time between dredges. He did not believe a 25' seawall would help.

Meeting adjourned at 9:09 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk