

Regular Board Meeting Minutes

8/15/2023

The meeting was called to order by Supervisor Laureto at 7:32 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. Perdue and Park and Rec Board Chair McIlvried 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 7/18/23 Regular Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 7/18/23 Regular Board Meeting. Motion carried unanimously.**

Treasurer's Report as of 7/31/23 – Cash on Hand by Fund Balance

General Fund	\$ 935,977.84	Park Debt Service Fund	\$ 112,464.86
Emergency Services Fund	\$2,994,413.84	Fisher Lake SAD Fund	\$ 13,301.91
GLFD Debt Service Fund	\$ 10,844.60	Tax Collection Fund	\$1,340,055.01

Emergency Services Advisory Commission Report – Clerk Laureto reported in Chair Van Norts absence that ESAC reviewed the bills, financial reports and, payroll and recommends the Township Board pay the bills and payroll. ESAC also recommended that the Township Board approve the Budget Amendments that will be presented later in the meeting.

Clerk's Report – Clerk Laureto reported that the General Fund bills from July 19 through August 15, 2023 totaled \$24,256.00 and the July payroll was \$18,466.05. **Motion B. Hawley, support J. DePuy, to approve the payment of General Fund bills and payroll. Motion unanimously carried.**

Emergency Services bills from July 12 through August 8, 2023 totaled \$150,053.00 and the July payroll was \$105,266.27. \$95,360 of the bills was covered by the FEMA grant. **Motion J. DePuy, support D. Lewis, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – Chief Ferguson reported that there were 93 calls in the month of July which is the busiest month they have ever had. The July 29th open house was well attended. Construction has started on the new Engine and it should be completed around the first of the year. Chief Ferguson noted that an ESAC member had passed away. In July, there were 3 calls that involved the boat. The ladder truck is back from being repaired and the Engine is now out for repairs. In ESAC the very long lead times on vehicle replacements was discussed at ESAC. ESAC approved Chief Ferguson to begin working on Specs and acquiring bids for an ambulance that will need to be replaced in 2027. The Department will be at full-staff later this month.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. Clerk Laureto reported that the signs for the Parking Lot and Miller Hill have been ordered. We will install the parking lot sign but the road commission will install the Miller Hill sign since it's their road.

The Board reviewed the two-color options on the Cemetery Sign and chose the sand-colored background with dark green lettering. The Board will have Image 360 install the sign. **Motion D. Lewis, second J. DePuy to approve the purchase of the Cemetery sign as quoted. Motion carried unanimously.**

2. Clerk Laureto reported that the Sleeping Bear Marathon is now a go in Empire. The only change that involves GA is that the actual marathon will turn around on Fisher Rd. instead of Northwood Dr. as it has in past years. The Board will request that the race company again must send out cards to all the addresses involved and also to the Township.
3. Supervisor Laureto reported that the Road Commission has notified the Fire Department that Dunns Farm Rd. will be closed for 11 weeks following Labor Day weekend and ending December 1st for the replacement of the Tucker Creek culvert. He has spoken with the Road Commission about the problem of getting emergency equipment to the Dunns Farm residents as there will be a 15-minute delay. Chief Ferguson will explore contingency options.
4. Supervisor Laureto met again with the engineer working on our parking lot project. He displayed the plan drawings and described the project.

New Business

1. J. McIlvried, Park and Recreation Board Chair, presented a request for funds for a paddle rack and a single sign to replace multiple existing signs. He distributed a handout outlining the need for both items and a mock-up of the single sign. **Motion P. Laureto, support D. Lewis, to proceed with a quote for the sign, to obtain a laminated mock-up of the sign to use in the interim, and to approve the purchase of the paddle rack. Motion carried unanimously.**
2. Chief Ferguson presented the GLFD FY 23 Budget Amendments #1. **Motion J. DePuy, second D. Hawley, to accept the GLFD Budget Amendments #1 as presented. Roll call vote. Voting for: J. Depuy, B. Hawley, P. Laureto, D. Lewis, and T. Laureto. Voting against: none. Motion carried unanimously.**

Chief Ferguson requested approval to spend up to the budgeted \$45K on two new All-Terrain Vehicles and a lighter weight trailer. **Motion P. Laureto, support D. Lewis, to approve the purchase up to \$45,000. Motion carried unanimously.**

3. Clerk Laureto presented an amendment to Policy #2-2019 Payment of Time Sensitive Bills and Payroll. Spectrum/Charter was added to the General Fund list and Delta Dental and TelNet Worldwide were added to the list for Emergency Services. **Motion J. DePuy, support B. Hawley, to amend Policy #2-2019. Roll call vote. Voting for: J. Depuy, B. Hawley, P. Laureto, D. Lewis, and T. Laureto. Voting against: none. Motion carried unanimously.**
4. Clerk Laureto shared election related information with the Board stating that the School Board authorized a bond proposal that will be on the November 7th ballot. She has ordered a drop box from the State of Michigan who will be paying for it and the installation. The Township will also be required to have video monitoring of the drop box. The State says they will pay for the install but not the monitoring or retention fees. She is exploring the possibility of combining with Empire, Cleveland and Kasson Townships into one early voting precinct for all State and Federal elections. It would save each Township from having to pay for 4 election workers for nine days. Instead, we would each pay ¼ of the cost. The combined precinct would be held at the Empire Township Hall where they have a locked room adjacent to the hall that would accommodate the nightly storage of equipment in a secure location.

Clerk Laureto requested to spend up to \$1,100 for a new laptop which will be exclusive for election use. **Motion D. Lewis, support B. Hawley, to approve the purchase of a new laptop for election use. Motion carried unanimously.**

5. D. Lewis presented a list of 7 recommendations from the Cemetery Advisory Board and the Board reviewed and discussed each recommendation. The Board was very appreciative for the well outlined list

which Lewis said was a compilation of the viewpoints and opinions for the various CAB members. The Board felt that over the next several years it may be able to proceed with 5 of the 7 recommendations as budgeting allows. The Board was not in favor of hiring an archaeologist or landscape consultant. Discussion of the initial goal of a woodland cemetery with minimal maintenance ensued with members confirming the original goal.

Discussion ensued regarding the Cemetery Advisory Board which is set up to have 5 members and currently has only 3 members. The Chair of the Committee has already informed the Board that she will be leaving at the end of the calendar year so as to pursue other interests. The Board respects and acknowledges the enthusiasm and passion of the CAB. The Board discussed the idea that CAB has served its purpose in getting us to where we are today. They have produced a useful list of recommendations that the Board can consider and act on in the future. **Motion J. DePuy, support B. Hawley, to sunset the Cemetery Advisory Board effective December 31, 2023. Roll call vote. Voting for: J. Depuy, B. Hawley, P. Laureto, D. Lewis, and T. Laureto. Voting against: none. Motion carried unanimously.**

6. Clerk Laureto informed the Board that The Munga Grit bike race will be passing through town and there will be a water station at the former Duff Property. The race is a 170 mile 24-hr race. She put the race personnel in touch with the road commission and M-DOT. The event will be held on September 9th.

Park and Recreation Board Report: The Park and Recreation Board decided that there will be no pickleball tournament this year. Pickleball sign-up genius will be coming off the website.

Planning Commission Report: Trustee Hawley reported that the Planning Commission has finished their reorganization of the Zoning Ordinance. They will schedule a public hear on the document at their next meeting. Once they hear comments from the County Planning Commission, they will begin working on content issues.

Cemetery Advisory Board Report: No additional report

Public Comments: none

Board Member Comments:

John DePuy asked Park and Rec Board Chair about pickleball at the Township Hall.

Clerk Laureto reminded the Board that on September 13 at 7:00 pm they must attend the GLFD public budget hearing. The meeting will be at the fire station. She distributed a 1st draft copy of the proposed budget.

Supervisor Comments:

Supervisor Laureto discussed parking issues at the Lake Street Boat Ramp. He talked about an article from the Register of Deeds about housing fraud in the county. He informed the Board that when the National Park does dock work on S. Manitou it may require the Board to reactivate the roads we own.

Meeting adjourned at 9:40 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk