

Regular Board Meeting Minutes

5/16/2023

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. Lt. Lienard, ESAC Chair Van Nort and one member of the public were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion J. DePuy, 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 4/18/23 Regular Board Meeting were presented and amended. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 4/18/23 Regular Board Meeting as amended. Motion carried unanimously.**

Treasurer's Report as of 4/30/23 – Cash on Hand by Fund Balance

General Fund	\$ 990,025.99	Park Debt Service Fund	\$109,219.09
Emergency Services Fund	\$3,091,194.88	Fisher Lake SAD Fund	\$ 792.83
GLFD Debt Service Fund	\$ 7,316.41	Tax Collection Fund	\$333,811.98

Emergency Services Advisory Commission Report – ESAC Chair Van Nort reported that ESAC 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 purchase of 3 ventilation Chain Saws.

Clerk's Report – Clerk Laureto reported that the General Fund bills from April 19 through May, 16 2023 totaled \$12,787.10 and the April payroll was \$16,656.33. **Motion B. Hawley, support D. Lewis, to approve the payment of General Fund bills and payroll. Motion unanimously carried.**

Emergency Services bills from April 12 through May 9, 2023 totaled \$56,188.87 and the April payroll was \$94,520.69. **Motion B. Hawley, support P. Laureto, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – In Chief Ferguson's absence, ESAC Chair Van Nort reported that April was an unusually busy month with 7 grass fires. Chief Ferguson has hired one new Firefighter/EMT and also a part-time employee. The new Boat Trailer is back and crew members have been training/practicing driving with it. The new diesel exhaust system came with a faulty fan motor which is being replaced. Once it's working the payment will be requested from the FEMA Grant.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. Clerk Laureto reported that the Attorney initially submitted a quote for \$7,000.00 to work on an Employee Handbook for the Township. She put together a draft handbook which all Board members received a copy of a few months ago. The Attorney submitted a revised the quote of \$3,000 to review and edit the draft handbook and requested a 50% down payment. **Motion P. Laureto, support D. Lewis, to accept**

the Attorney's quote and requested payment of 50% down. Motion carried unanimously. The Board discussed the payment split between the General Fund and the Emergency Services Fund. **Motion J. DePuy, support B. Hawley, to split the cost of the handbook 50/50 between the two funds. Motion carried unanimously.**

2. Clerk Laureto reviewed the details of the July 3rd Patriotic concert in the Park.
3. Supervisor Laureto discussed details of the upcoming July 4th parade with the Board. The parade will no longer be an "Anything Goes Parade". To ensure the parade is a celebration of American and kid friendly we will be asking participants and viewers by alike to refrain from using water balloons, squirt guns, super soakers and the like. We will set up cones with caution tape to keep spectators and children out of the street and request community members to volunteer with crowd control.

New Business

1. Planning Commission representative Trustee Hawley reviewed actions taken by the Planning Commission regarding a Zoning Ordinance amendment to Article IX Agricultural District. He reviewed comments by the Leelanau County Planning Commission and said the GA Planning Commission requests the Township Board adopt the Amendment. **Motion P. Laureto, second B. Hawley, to adopt Ordinance No. 2-2023 Zoning Ordinance Amendment No. 2023-1. Roll Call Vote. Voting yes, J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting no: none. Motion carried unanimously.**
2. Supervisor Laureto reviewed his evaluation of Fire Chief Ferguson highlighting his accomplishments over the last year and presented his recommendation for a wage increase. **Motion D. Lewis, support J. DePuy, to increase the Chief's hourly rate to \$55.00/hour. Motion carried unanimously.**

Discussion ensued regarding the need for the Fire Chief to have a part-time administrative assistant. **Motion D. Lewis, support B. Hawley, to authorize the Fire Chief to pursue hiring a part-time administrative assistant.**

3. Clerk Laureto reviewed the quote from Johnson Hill to review, revise, and resubmit the SPARKS Grant application for funds to replace 1 tennis court and add 2 pickleball courts at the Township Park. **Motion D. Lewis, support B. Hawley, to accept the quote from Johnson Hill. Motion carried unanimously.**
4. Clerk Laureto reviewed the request from GLFD to purchase 3 new ventilation chain saws. Each saw is approximately \$1600 and is designed to cut through roofing materials. **Motion B. Hawley, support D. Lewis, to authorize the expenditure of \$4,800 for three ventilation chain saws. Motion carried unanimously.**
5. P. Laureto reviewed the history of the township hall gym floor resurfacing and presented a quote of Floor Care Concepts to resurface the gym floor this coming fall. **Motion D. Lewis, support P. Laureto, to accept the quote for gym floor resurfacing. Motion carried unanimously.**
6. The Board discussed and chose language for a new sign at the Boat Launch and new signs at the Township Park which will allow people to pay their ramp fee or make a donation to the park using a QR code.

Park and Recreation Board Report: Clerk Laureto reported that the Park and Recreation Board had a clean-up day at the Park on May 10th where 16 people participated. The nets and wind screens were hung, weeds were pulled, and a large trailer was filled with downed limbs, sticks and vines. The Community Pot Luck is next week Thursday.

Planning Commission Report: Trustee Hawley reported that the Planning Commission reviewed the LCPC comments on the Zoning amendments and had a site plan review on work planned at the Glen Arbor B & B.

Cemetery Advisory Board Report: Trustee Lewis reported on CAB's work with Glen Lake School's 8th grade class field trip focusing on area history. He also reported on the Ground Penetrating Radar work that has begun at the Cemetery.

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Pam Laureto, Clerk
Bob Hawley, Trustee John DePuy, Trustee

Don Lewis, Treasurer

Public Comments: none

Board Member Comments: none

Supervisor Comments: none

Meeting adjourned at 9:43 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk

APPROVED