

Regular Board Meeting Minutes

11/21/2023

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 and one member of the public were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion D. Lewis, support J. DePuy, 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: The Cemetery Advisory Board Chair brought two issues for the Board to Consider. 1) That a sign be posted in the ROW stating “No Bicycles beyond this point” and 2) that the survey stakes at the four marked corners of each gravesite need to be replaced by a permanent marker.

Minutes of the 10/17/23 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 10/17/23 Regular Board Meeting as presented. Motion carried unanimously.**

Minutes of the 11/2/23 Special Board Meeting were present. **Motion D. Lewis, support J. DePuy to approve the minutes of the 11/2/23 Special Board Meeting as presented. Motion carried unanimously.**

Treasurer’s Report as of 10/31/23 – Cash on Hand by Fund Balance

General Fund	\$ 922,548.80	Park Debt Service Fund	\$112,501.72
Emergency Services Fund	\$2,577,394.24	Fisher Lake SAD Fund	\$ 13,306.27
GLFD Debt Service Fund	\$ 4,622.34	Tax Collection Fund	\$ 2,548.01

Emergency Services Advisory Commission Report – In ESAC Chair Van Nort’s absence the Clerk reported that ESAC reviewed the bills, financial reports and payroll and recommends the Township Board pay the bills and payroll.

Clerk’s Report – Clerk Laureto reported that the General Fund bills from October 18 through November 21, 2023 totaled \$39,510.47 and the October payroll was \$19,007.40. **Motion D. Lewis, support B. Hawley, to approve the payment of the General Fund bills and payroll. Motion unanimously carried.**

Emergency Services bills from October 11 through November 10, 2023 totaled \$56,552.02 and the **October** payroll was \$98,867.67. **Motion P. Laureto, support J. DePuy, to approve payment of the Emergency Services bills and payroll. Motion unanimously carried.**

Fire Chief Operations Report – Chief Ferguson reported that today they interviewed 4 candidates for the open position. The new engine is still under construction and they hope to have it completed in January. The ladder truck continues to have some electrical issues. They are working on specifications for a new mini pumper truck and a new ambulance. It will be two years from the time the order is placed before delivery of the mini pumper truck and three years for the ambulance. We are now switched over to a new payroll vendor.

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. Supervisor Laureto updated the Board on the parking lot project. The vendor has ordered the liner and plans to be on site next week.
2. Supervisor Laureto is still working on obtaining quotes for the upgraded lighting in the town hall.

New Business

1. Chief Ferguson explained the purpose for an Addendum to the Collective Bargaining Agreement. The Union and the Chief are in agreement however the Addendum needs to be reviewed by the Union. It will be on next month's agenda.
2. Clerk Laureto asked for a discussion regarding the number of members on the Planning Commission which must be either 5, 7, or 9. Six of the eleven Leelanau County Townships have 5 members, 4 (including Glen Arbor) have 7 and 1 Township has 9. Glen Arbor has traditionally had 7 members. The board felt that having seven members gives a wider representation within the community.

Park and Recreation Board Report: Clerk Laureto reported that PARB met on 11/16/2023 and she was not able to attend the meeting. From their meeting minutes, she reported that they are requesting that 2 plastic snow shovels be left at the pickleball courts. They want the restroom opening time to be moved to 8:00 AM when the Park reopens in May. They recommended that the gym lighting be replaced as soon as possible. They want to know the scheduled date for the work before their next meeting which is January 11th. They also requested a financial report on the use of the QR code, including what the Township spent to produce the signs, and monthly costs with the service and they requested a complete set of Park financial reports before their January meeting.

Planning Commission Report: Trustee Hawley reported that the Planning Commission has a public hearing scheduled for 7:00 pm on the 1st Thursday in December to adopt the reordered Zoning Ordinance. Following the Public Hearing they will begin working on the Zoning Ordinance content.

Cemetery Advisory Board Report: Treasurer Lewis reported that CAB has 1 more meeting before they move to an *ad hoc* committee. At their December meeting CAB will prepare a synopsis of everything they have done over the last several years. They will also finalize their list of suggestions and recommendation for the Township Board. Lewis discussed the issues raised in public comment and recommended that the Board pursue both the "No Bicycles" sign and placing permanent stakes at the 4 corners of each marked gravesite.

Public Comments: None

Board Member Comments:

Clerk Laureto said that she has completed her review of the employee handbook that was submitted and she's passed it along to Chief Ferguson for his review. She hopes to have this completed and to the Board for review and adoption at next month's meeting.

Laureto also reported that the drop box video camera system was installed today. She will be submitting the cost of the system to the State for reimbursement. She has submitted election postage reimbursement to the State and also submitted a reimbursement request to the Glen Lake Community Schools for election costs.

Supervisor Comments:

Supervisor Laureto expressed appreciation to Larry Krawczak for 10 years of service on ESAC. He also reported that the State Legislature approved overriding local zoning for placing solar and windmill sites

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Pam Laureto
Township Clerk