

**GLEN ARBOR TOWNSHIP  
EMERGENCY SERVICES ADVISORY COMMISSION  
MEETING MINUTES  
December 13, 2023**

Present: John DePuy, John Dalton, Chief Ferguson, Bob Price, Jan Bauer  
Absent: Peter Van Nort, Linda Ihme  
Glen Arbor Township representatives: Tom Laureto, Pam Laureto  
Staff Members: C. Showers, A. Forton, N. Perdue, J. Hester; Public: C. Godbout

The meeting was opened at 10:00 am by DePuy.

**I. Pledge of Allegiance**

**II. Review and approval of agenda**

Ferguson invited everyone to watch a live demonstration after adjournment. He asked to add Capital Purchase for Hydraulic Tools to New Business. Dalton asked to add the Addendum to the Collective Bargaining Agreement to New Business. Bauer moved to approve the agenda as amended. Dalton seconded. All in favor.

**III. Conflict of Interest**

None

**IV. Public comment**

None

**V. Review and approval of November 13, 2023 minutes**

P. Laureto noted that Dalton sent an email indicating a typo under Board Member Comments. Motion to approve the November 13, 2023 minutes as amended by Bauer. Seconded by Dalton. Motion passed.

**VI. Review of Monthly Check List (start with check #15543) and Payroll for November**

P. Laureto answered a couple of questions that were sent in regarding the checklist. The Dr. Bear fitness program's contract is in the process of moving to coincide with the fiscal year. It will be a \$10,000 payment twice a year, in September, 2024 and March, 2025. The CSI check #15551 was for repairs to Engine 311. Regarding payroll, there will be three pay periods this month. P. Laureto had to record the Dec. 1 payroll as November to do the bank reconciliation. Dalton noted a typo in the memo. A motion was made by Bauer seconded by DePuy to recommend payment of unpaid checks and the payroll to the Glen Arbor Township Board, and to report concurrence with the checks that were necessary to pay early. Motion approved. P. Laureto noted she was asked if the invoice was sent to Leland for the marine contract, and it has been.

**VII. Review of Revenue & Expense Report and Balance Sheet for November**

No comments

**VIII. Staffing Report**

**a. Introduce staff**

Nate Perdue, Anthony Forton, Jeff Hester, and Chase Showers.

**b. General staffing status report**

The new EMT started on Monday and will be assigned to a shift by mid-February.

**c. Exit interview results, if any.**

None

**d. Review of GLFD monthly Staff and Officer Minutes**

DePuy asked when they will hear about the Tribal grant. Ferguson said we did not apply, as it was a county-wide request.

**IX. Operations Report**

There were repairs to 311, which is back and working well. The new engine for the Empire Station will be ready for inspection in early January. It should be in service in Empire in early March. Ferguson must resubmit paperwork for Medicare reimbursement. Last month at the Empire Board meeting Ferguson requested funding for new entry doors and an exhaust ventilation fan for Station 2, which was approved. Empire will pay for the cost directly. Ferguson was approached by the Empire Lions Club, who wants to make a donation but prefers to purchase an item. They will be purchasing a refrigerator for Station 2. DePuy asked if the new payroll program has been implemented. Ferguson confirmed and said the new system is more secure.

**X. Old Business**

**a. Water Supply in Empire**

Ferguson said no update.

**XI. New Business**

**a. Hydraulic tools**

Ferguson said they received demos from three vendors on new hydraulic tools, typically called "jaw of life". The quotes ranged from \$90,000 - \$130,000 but those do not include all of the accessories. They liked the tools with the \$90,000 quote but noted that with the accessories the total will be about \$105,000. He will submit a request for approval next month. One set will go on the ladder truck and one set on the rescue truck. The invoice will in the next fiscal year, after April 1.

**b. Addendum to Collective Bargaining Agreement**

Dalton asked what the CBA addendum on the Township Board's agenda was about. Ferguson said it was to allow for pro-rating the health insurance opt-out benefit.

## **XII. Board Member Comments**

Bauer wished everyone Happy Holidays. Dalton read a resignation statement and was thanked for his time on ESAC. DePuy said he appreciated the hard questions asked by Dalton and P. Laureto noted we have made many small changes that collectively add up to improvements. Bauer also thanked Dalton.

## **XIII. Public Comment**

Charlie Godbout introduced himself and said Bucky called and asked if he would consider serving on the board. He will accept the position. Members welcomed him. Ferguson invited Charlie and Bob Price to meet with him.

## **XIV. Adjournment**

Deputy declared the meeting adjourned at 10:45 am.

NEXT MEETING: January 10, 2024

Minutes prepared by  
Michele Aucello  
Deputy Clerk, Glen Arbor Township