

**GLEN ARBOR TOWNSHIP
EMERGENCY SERVICES ADVISORY COMMISSION
MEETING MINUTES
May 15, 2024**

Present: Chief Ferguson, Bob Price, Jan Bauer, Charlie Godbout, Linda Ihme, Peter Van Nort, John DePuy

Absent: Eric Dubord

Glen Arbor Township representatives: Tom Laureto, Pam Laureto

Staff Members: Captain Dykgraaf, Lt. Lienard, Mike Ball, Angelika Diehl

Public: None

I. Pledge of Allegiance

II. Review and approval of agenda

Ferguson added item C. Computer Server to New Business. Ihme motioned to approve the agenda as amended, seconded by DePuy. Motion approved.

III. Conflict of Interest

None

IV. Public comment

None

V. Review and approval of April 10, 2024 minutes

Godbout motioned to approve the April 10, 2024 minutes. Seconded by Ihme. Motion passed.

VI. Review of Monthly Check List (start with check #15740) and Payroll for April

Ferguson made a change to the checklist, noting that he just received two invoices from Regional Alliance as they are actually sending 4 people to the class. He would like those invoices to be approved along with the check list. A motion was made by DePuy seconded by Ihme to recommend payment of unpaid checks, including the two additional invoices, and the payroll to the Glen Arbor Township Board, and to report concurrence with the checks that were necessary to pay early. Motion approved.

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

Godbout asked if we are closing out the Business Savings. P. Laureto said no and explained the account is for that ambulance billing payments and that a \$350 balance is

required in order to prevent bank fees. She also explained April was the first month in the new fiscal year, so several account numbers do not show up on the reports because there is nothing in those accounts to report.

VIII. Staffing Report

a. Introduce staff

Captain Dykgraaf, Lt. Lienard, Angelika Diehl, Mike Ball

b. General staffing status report

Ferguson reiterated that he recently hired a part-time EMT.

c. Exit interview results, if any.

None

d. Review of GLFD monthly Staff and Officer Minutes

Godbout asked if we now are at full staff. Ferguson said yes and that we have been at full staff for several months. DePuy asked about the electric bus to be used in the National Park. Captain Dykgraaf explained it will begin running after the 4th of July and will be housed in the new building at the Dune Climb. It is an autonomous bus which will have an operator on it at all times. People will need a reservation to get on the bus. The bus will drive the Pierce Stocking Drive. The NPS is working to define the route. Ferguson said their policy regarding fires on electric vehicles is to let it burn itself out. They will drag it away if it is near a structure. The fire will burn itself out in 45 min. If they put water on it, it can take much longer and still not be extinguished. They do not want water to mix with the lithium. Van Nort suggested disseminating info about that if someone sees an electric vehicle fire.

IX. Operations Report

Ferguson said they have received one bid back on the mini pumper and that bids are due today. They sent out nine requests. He plans to come to the group with recommendations at the next meeting. He anticipates it will be about \$400,000 to replace the truck. The new engine is in service. There will be an Open House at Station 2 on Wednesday, May 22, from 5:30-7:30 pm. The old engine from Empire has its equipment stripped off and is in Grayling getting an assessment of its frame. They do not intend to repair it, but the report goes with it when they sell it as-is. It is owned by Empire so Empire gets to decide what to do with the funds. A new furnace was installed in Station 2. A power surge blew out the heating elements of the water heater, which has been repaired but not installed. P. Laureto added that the company repairing the water heater found that the roof vent boot was bad. It was replaced but they suggested that a roofer and inspect all the boots.

X. Old Business

a. Water Supply in Empire

No update. Godbout asked if Ferguson has located a site for a water source. Ferguson said yes, the issue is buying the land. DePuy suggested Coleman Rd and M72 or contacting the Empire Airport authority. Ferguson said the biggest issue is the cost. The well would cost about \$125,000, underground tanks have a similar cost, in addition to the cost for the land.

XI. New Business

a. Open House for New Engine at Station 2

Reported earlier.

b. 2% Grant Application

Ferguson said he would like to apply for a 2% grant to replace the electronics on the fire boat. The electronics are 11 years old and can't be updated. He will add this onto the capital budget for next year. Upgrading all the electronic will cost about \$53,000. He would like to use the 2% grant since the Fire department covers the tribal fishing ground all the way down to Frankfort. He would like to request 60/40 split with the grant covering the 60%. Price asked how many times the boat goes out. Ferguson suggested we ask how many lives it saves, which is 2-3 a year. He stated that having the boat has saved a life on numerous occasions. DePuy reminded the group that there was a committee that looked at the use of the boat, and they suggested we keep it. DePuy also reminded the group the boat was not paid for by the Emergency Services fund, but by private funds. Ihme made a motion to apply for the grant as suggested. Van Nort seconded. All in favor.

c. Computer Server

Ferguson and Laureto worked with the Township's IT company on the server issue. Since the Township's server is also outdated a single server to service both the Township and GLFD was pursued so that both would get an upgrade and the cost could be split. The server would be housed at the Township offices but wired so the Fire Department can access it remotely.

Laureto said she spoke with the Township's Auditing firm who said that leasing a server involves a 6-7% built in interest charge which would muddy the audit. The Township only pays interest on voter approved bonds. Additionally, all of the financials and confidential information would be on someone else's server. By sharing a server, we know where it is hosted, we know it is locked up, we know the security and the back-up drive process. Ferguson said the new server will accommodate the new upgraded security cameras. DePuy asked if it also includes the station in Empire. P. Laureto said yes. Bauer asked about the yearly cost. P. Laureto said it is similar to the current costs. Godbout asked about the cost of malware software and if it will be split between both groups. P. Laureto said yes, and currently both are paying these costs. The quote is \$28,719 for the software, hardware, install, and getting set up in three locations. Ihme made a recommendation to the Township Board to approve the quote. Van Nort seconded. All approved.

XII. Board Member Comments

Van Nort commented that it was good to be back. Ihme thanked the Fire Department for running the boater safety course. Dykgraaf said they trained about 45 persons in boaters' safety so far this year and another class is scheduled.

XIII. Public Comment

XIV. Adjournment

Adjourned at 10:51 am.

NEXT MEETING: June 12, 2024

Minutes prepared by
Michele Aucello
Deputy Clerk, Glen Arbor Township

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