

**GLEN ARBOR TOWNSHIP
EMERGENCY SERVICES ADVISORY COMMISSION
MEETING MINUTES
August 14, 2024**

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

Absent:

Glen Arbor Township representatives: Tom Laureto, Pam Laureto

Staff Members: Steve Lienard, Angelika Diehl, Chad Dykgraaf

Public:

The meeting was opened at 10:03 am by Bauer

I. Pledge of Allegiance

II. Review and approval of agenda

Van Nort motioned to approve the agenda, seconded by DePuy. Motion approved.

III. Conflict of Interest

None

IV. Public comment

None

V. Audit Review

Kim Lindsey, CPA from Rehmann Robson, reviewed the ES portion of the audit.

VI. Review and approval of July 9, 2024 minutes

Godbout motioned to approve the July 9, 2024 minutes. Seconded by Ihme. Motion passed.

VII. Review of Monthly Check List (start with check #15880) and Payroll for July

Ihme asked what \$711.22 on the payroll referred to. P Laureto explained it is a record of a wage garnishment payment. A motion was made by Ihme seconded by Van Nort 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.

VIII. Review of Revenue & Expense Report and Balance Sheet for July

P. Laureto explained that the Treasurer recently opened three CDs, so next month the money market account will be lower and the CDs will appear.

IX. Staffing Report

a. Introduce staff

Steve Lienard, Angelika Diehl, Chad Dykgraaf

b. General staffing status report

None

c. Exit interview results, if any.

None

d. Review of GLFD monthly Staff and Officer Minutes

July 3 meeting minutes were distributed.

X. Operations Report

The state agency inspection for the ambulance service found no issues. Bauer asked about the 15 false alarms. Ferguson confirmed there are a lot in the summer. Ferguson reviewed the bids he received for a new ambulance. DePuy asked who certifies the boat. Ferguson said it is done in-house. Ferguson said the FEMA grants are beginning to be announced but we have not heard back yet. We are still waiting on the Firehouse Subs grant. We were awarded the State's turnout gear grant. We were awarded a DNR grant for firefighting gear. DePuy asked about calls from Benzie and Frankfort. Ferguson explained we have a mutual aid agreement with Benzie EMS.

XI. Old Business

a. Water Supply in Empire

No update. Godbout said the well at Old Settlers Park may need to be replaced and we might want to request augmenting the size of it for fire department use.

b. Ambulance/Fire Billing Collections Update

P. Laureto shared that since January, 2022 when we started with this billing service, we have spent about \$481 with the collection agency and have received payments of \$3,775.34, so the service has been worth the effort on our part.

XII. New Business

a. Proposed Budget Amendments

Ferguson reviewed the amendments and asked for approval. Bauer made a motion to recommend that the Township Board approve the budget amendments, DePuy seconded. Motion passed.

b. Proposed 2025-2026 Budget

Ferguson stated the proposed budget has a 2.93% increase over last years budget.

c. September meeting date and 9/11 Memorial Service

The 9/11 service begins at 8:30 am. Ferguson said our next meeting should be Sept. 11 but he would prefer not to have it on the same day as the Memorial and asked for a date change. The group decided that the new date will be September 9, 2024. Ferguson also recapped the Pancake Breakfast and Open House. The Pancake Breakfast raised about \$5,000. Over 400 people were served. The Open House saw about 200 visitors. There will be an Open House in Empire in October. He also reviewed a proposed renovation at Station 1. Van Nort asked about the status of a new station in Empire. Ferguson said there is no update.

XIII. Board Member Comments

None

XIV. Public Comment

None

XV. Adjournment

Adjourned at 10:57

NEXT MEETING: September 9, 2024

Minutes prepared by
Michele Aucello
Deputy Clerk, Glen Arbor Township

APPROVED