

Regular Board Meeting Minutes

8/20/2024

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. Cpt. Dykgraaf and Lt. Lienard were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion B. Hawley support J. DePuy, to approve the agenda as amended. Motion carried unanimously.**

All board members stated they had no conflict of interest with any items on the agenda.

Public Comment: none

Audit Review – Kim Lindsey CPA, Principal at Rehmann Robson LLC, presented the draft results of the township audit. He reviewed each fund and stated that the Township received an unmodified, or clean, opinion which is the highest level of assurance that audit firms can place on financial statements. Board members asked several questions which were answered. **Motion J. DePuy, support T. Laureto, to accept the audit as presented. Motion carried unanimously.**

Minutes of the 7/16/24 Regular Board Meeting were presented. **Motion D. Lewis, support J. DePuy, to approve the minutes of the 7/16/24 Regular Board Meeting as presented. Motion carried unanimously.**

Treasurer's Report as of 7/31/24 – Cash on Hand by Fund Balance was presented

General Fund	\$ 935,113.75	Park Debt Service Fund	\$ 102,474.07
Emergency Services Fund	\$3,098,573.26	Fisher Lake SAD Fund	\$ 25,425.43
GLFD Debt Service Fund	\$ 8,668.78	Tax Collection Fund	\$1,476,031.86

Emergency Services Advisory Commission Report – Clerk Laureto reported that ESAC met and reviewed the monthly checklist and payroll and recommended that the Township Board pay the unpaid checks and payroll. ESAC also recommended that the board approve the budget amendments that will be presented later on the agenda.

Clerk's Report – Clerk Laureto reported that the General Fund bills from July 17 through August 20, 2024 totaled \$24,639.77 and the July payroll, was \$21,008.74. **Motion J. DePuy, support D. Lewis, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Clerk Laureto reported that the Emergency Services bills from July 9 through August 13, 2024 totaled \$69,000.05 and the June July payroll was \$116,613.17. **Motion P. Laureto, support J. DePuy, to approve payment of the Emergency Services bills and payroll. Motion carried unanimously.**

Fire Chief Operations Report – Captial Dykgraaf reported that there were 90 calls for the month of July and year-to-date there have been 372 calls. In July the department participated in the 4th of July Parade, the flag raising at Old Settlers Park, hosted a pancake breakfast at the township hall, hosted a blood drive, and they had an open house at station 1. The department hosted a multi-department debriefing following the recent downing on Lake Michigan and they prepared for their annual inspection and certification.

Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

Correspondence – The July correspondence is available in the Township Office for review.
Unfinished Business

1. Treasurer Lewis gave an update on the tennis court project stating that the courts are being painted and should be finished by the end of the week. He will communicate with the porous pave people but the courts can be opened before the border is complete. We will work with Glen Arbor Outdoor to have the hitting wall reinstalled.
2. Clerk Laureto gave an update on the security cameras and new server projects. Netlink has finished their end of the security camera project. They have not yet received the server. TKS has finished the camera install at the Garden, Park and Station 1. TKS can see the cameras in action at those locations. There is still work to be done at Station 2 in Empire and at the Township Hall. TKS will be moving the camera associated with the Election Drop box to its new location next week. It will be able to monitor the office and gym doors, some of the parking lot and the drop box. Once Clerk Laureto knows it's operational, she will cancel the current EPS service.
3. Supervisor Laureto gave an update on parking at the Lake Street boat ramp. He requested of Brendan Mullan, Road Commission manager, all the items suggested by the Board at the June meeting. Brendan forwarded the request to the engineer at the Road Commission. J. DePuy said that Vicki Brown did a survey of Lake Street several years ago.

New Business

1. Supervisor Laureto distributed a schematic of the proposed remodel at Station 1. The changes will involve only the living quarters. Six bedrooms, each with a window, and 3 unisex bathrooms are being proposed. The project will now move to the next phase which will allow the project to be costed out.
2. Supervisor Laureto discussed his work on the reconciliation with Empire. He will be meeting with representatives from Empire and once they concur, he will bring the reconciliation to the Board for approval.
3. GLFD FY 25 Budget Amendments #1. Clerk Laureto presented the proposed Budget Amendments which were reviewed by ESAC. **Motion D. Lewis, support J. DePuy, to approve the FY 25 Budget Amendments as presented. Motion carried unanimously.**

Public Comment: none

Planning Commission Report: B. Hawley said that the Planning Commission finished their review of fences and created a table to make it easier for individuals to find the information on fences. Keyholing is in the process of being reviewed and some of the language will be changed.

Public Comments: none

Board Member Comments:

J. DePuy thanked the Clerk for doing an excellent job with keeping everything straight with the auditor.

Supervisor Comments:

Supervisor Laureto talked about the number of items that have been broken at the Township Park this summer.

Meeting adjourned at 8:42 p.m.

Respectfully submitted,

Pamela J. Laureto
Township Clerk