

## Regular Board Meeting Minutes

9/17/2024

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. Chief Ferguson, 16 colleagues and friends of Anna Heiselman, and two members of the public were present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion D. Lewis, support J. B. Hawley, 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

GLFD Swearing-in Ceremony was held. Chief Ferguson introduced Anna Heiselman, the department's newest full-time member. Anna started in August of 2023. Anna lives in Cedar with her two children who are here with her tonight. She is a 2022 graduate of the University of Michigan and graduated the Fire Academy in 2023. In the last year, Anna completed over 1000 hours of training. Chief Ferguson explained that when a new employee is hired, they receive a bright yellow helmet which signifies to everyone that they are in the process of being trained. Anna's son presented her with her Black Helmet and she also received her new locker tag. Anna's daughter then pinned her new badge. Clerk Laureto gave the oath of office to Anna and Chief Ferguson officially welcomed her to the Department. Anna thanked all her colleagues for attending the ceremony and said that no one's success comes in a vacuum and she recognized that her colleagues were great mentors.

**Fire Chief Operations Report** – Chief Ferguson reported that there were 79 calls in August. They successfully completed their State Ambulance inspections and everything went well. The department participated in two trainings; a NPS orientation to their new electric bus and a training at Palmer Woods mountain bike trails with Cedar Fire Department doing various rescue scenarios. They received and reviewed bids for a new ambulance. They had their public budget hearing for the FY26 budget. On 9/11 they had their annual memorial service which was well attended.

Minutes of the 8/20/24 Regular Board Meeting were presented. **Motion B. Hawley, support J. DePuy, to approve the minutes of the 8/20/24 Regular Board Meeting as amended. Motion carried unanimously.**

Minutes of the 9/11/24 GLFD Public Budget Hearing were presented. **Motion T. Laureto, support D. Lewis, to approve the minutes of the 9/11/24 GLFD Public Budget Hearing as presented. Motion carried unanimously.**

**Treasurer's Report as of 8/30/24** – Cash on Hand by Fund Balance was presented

General Fund	\$ 942,909.14	Park Debt Service Fund	\$ 102,485.35
Emergency Services Fund	\$3,070,492.28	Fisher Lake SAD Fund	\$ 25,428.23
GLFD Debt Service Fund	\$ 8,669.73	Tax Collection Fund	\$2,501,599.60

**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 FY26 budget and the purchase of a new ambulance.

**Clerk's Report** – Clerk Laureto reported that the General Fund bills from August 21, 2024 through September 17, 2024 totaled \$27,036.52, in addition a check was prepared for \$4,725.00 to pay the interest on the public safety bond which is due November 1<sup>st</sup>. The August payroll, was \$27,223.58. **Motion B. Hawley, support J. DePuy, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Clerk Laureto reported that the Emergency Services bills from August 14, 2024 through September 6, 2024 totaled \$86,809.90 and the August payroll was \$98,435.22. **Motion P. Laureto, support D. Lewis, to approve payment of the Emergency Services bills and payroll. Motion carried unanimously.**

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

**Correspondence** – The August correspondence is available in the Township Office for review.

### Unfinished Business

1. Treasurer Lewis gave an update on the tennis court project. We are waiting for the bolt that connects the net to the court surface. It is expected to be installed on Thursday. All other work is completed.
2. Clerk Laureto gave an update on the security cameras and new server projects. Netlink has received the new server and is working on it at their office. The install date has not been scheduled. TKS has finished the camera install at all locations. All camera views are visible except for the Township Park. They are working on the line of site issue and getting the information to the server at the township hall.
3. Supervisor Laureto discussed his meeting with Craig Brown, LCRC Engineer, and informed the Board and the public about what we can and cannot do. He learned that yellow and white hatch marked are not allowed, custom signage is not allowed, and exclusive boat trailer parking is not allowed because there is no legal recourse to prohibit cars from using the boat trailer spots. What is permitted is official county signage. We could have dusk to dawn no parking like they do in Leland. The Fire Lane location and markings is under the control of the Fire Chief and legally should be red hatch marks. Laureto shared his schematic of Lake Street and said that before we do anything we would need an official survey of the entire street between M-22 and the water. His recommendation was to clean up the signage and get new pavement markings. The Board discussed the need for a survey. **Motion D. Lewis, support B. Hawley, to have a survey of Lake Street done between M-22 and the water. Motion carried unanimously.**

### New Business

1. Supervisor Laureto distributed his workpaper on the reconciliation with Empire and answered questions from the Board. Empire agreed with his figures and they have a \$18,007.78 refund due them. **Motion B. Hawley, support D. Lewis, to pay the refund to Empire Township in the amount of \$18,007.78. Roll call vote. Voting for: J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting against: none. Motion carried unanimously.**
2. Supervisor Laureto said the Glen Arbor Township taxable value for the Winter taxes is \$615,276,026.00. The FY25 Township allocation millage rate is 0.4514, down slightly from last year. The Public Safety Building Bond millage rate will be 0.1800. We have three more years of payments on this bond. In November 2024 will make the last payment on the Park Bond so there will not be a millage collected for that bond. Lastly, the Emergency Services operating millage will be 2.4500. **Motion B. Hawley, support P. Laureto to approve the FY25 millage rates. Roll call vote. Voting for: J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting against: none. Motion carried unanimously.**
3. GLFD FY 26 Budget was presented. **Motion J. DePuy, support D. Lewis, to approve the FY 26 Budget as presented. Voting for: J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting against: none. Motion carried unanimously.**
4. The recommend bid for the new ambulance was discussed. **Motion J. DePuy, support P. Laureto, to accept the Road Rescue bid of \$435, 881 for a new ambulance. Voting for: J. DePuy, B. Hawley, P. Laureto, D. Lewis and T. Laureto. Voting against: none. Motion carried unanimously.**

**Planning Commission Report:** B. Hawley said that the Planning Commission spent more time on fences. They discussed adjoining lot restrictive setbacks and will be finishing that up next month. They will also start discussing accessory buildings next month.

**Public Comment:** A member of the public described how someone parked in the boat ramp this summer and went into Blu for dinner. The police were called, the owner would not come out of Blu, and the police called a wrecker and removed the vehicle.

**Board Member Comments:**

P. Laureto described ongoing issues with the double doors on the Township Hall. She has a call into Allan Supply to repair the non-functional panic bar lock and adjust the doors to close the gap at the bottom. She also said the cabinet that hold the life ring at the ramp has been destroyed and she's working on finding a replacement.

**Supervisor Comments:**

Supervisor Laureto said that the 9/11 memorial service was well attended. It was nice that the Leelanau School brought their history class. Many of American Tower's lessees are upgrading their equipment on our Tower. The revenue from the Tower has been very strong. Laureto distributed the Conceptual Design and quote received from Richter Construction for the renovations to Station 1. The quote was discussed. Treasurer Lewis volunteered to be involved in this project as he has an extensive construction background. Board members agreed.

Meeting adjourned at 9:07 p.m.

Respectfully submitted,

Pamela J. Laureto  
Township Clerk

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