

## Regular Board Meeting Minutes

2/18/2025

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 and one member of the public were also present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion J. DePuy, support 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

Minutes of the 1/21/25 Regular Board Meeting were presented. **Motion B. Hawley, support J. DePuy, to approve the minutes of the 1/21/25 Regular Board Meeting as presented. Motion carried unanimously.**

**Treasurer's Report as of 1/31/25** – Cash on Hand by Fund Balance was presented

General Fund	\$ 992,999.20	Park Debt Service Fund	\$ 20,595.76
Emergency Services Fund	\$3,330,904.90	Fisher Lake SAD Fund	\$ 40,744.38
GLFD Debt Service Fund	\$ 46,535.29	Tax Collection Fund	\$1,053,802.56

The treasurer explained that funds were deposited into the Park Debt Service by mistake. They should have gone into the GLFD Debt Service. The error has been corrected and will be reflected in next month's report.

**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.

**Clerk's Report** – Clerk Laureto reported that General Fund bills from January 22, 2025 through February 18, 2025 totaled \$33,751.08 and the January payroll was \$19,415.64. **Motion B. Hawley, support J. DePuy, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Clerk Laureto reported that Emergency Services bills from January 15, 2024 through February 11, 2025 totaled \$102,332.92 and the January payroll was \$110,403.82. **Motion J. DePuy, support B. Hawley, to approve payment of the Emergency Services bills and payroll. Motion carried unanimously.**

**Fire Chief Operations Report** – Chief Ferguson reported that there were 38 calls in January. He said that the computer server update has been complete. The Engine from Empire has been sold for \$10,000 and will be shipped to the country of Chile. He and Clerk Laureto will be meeting with a representative from Betsy Coffia's office about a State Appropriations request the department plans to submit. The department did not receive the 2% Grant from the tribe so the new Boat Electronics will be purchased from next year's budget. Ferguson said he is almost finished with the 2024 Annual Report which he will present at next month's meeting. He should also have the quotes for the building remodel next month, and he will be attending a Fire Chief's class in early March and will be gone for one week.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

### **Unfinished Business**

1. P. Laureto reviewed the updated parking lot quotes. **Motion P. Laureto, support D. Lewis, to approve the quote from Elmer's to redo the Township Hall parking lot and driveway.** Discussion ensued regarding township finances and dates. **Motion carried unanimously.**
2. Clerk Laureto presented a quote from Eclipse Communications to correct the ongoing issue with the Park cameras. She met with representatives from Eclipse to go over the details and learned that the proposed corrective action would facilitate the Township's adding cameras at the boat launch. Discussion ensued regarding cameras at the boat launch, their usefulness to the Fire Department, and for security. The 2025 Par Plan Risk Reduction Grant was also discussed. The Clerk will obtain quotes for boat launch cameras and apply for the Risk Reduction Grant. **Motion D. Lewis, support J. DePuy, to proceed with the Eclipse quote for correcting the Park Camera with the work being done in FY 2026 (April 1).**

### **New Business**

1. T. Laureto presented Peter Van Nort's resignation from the Emergency Services Advisory Commission (ESAC) to the board. He reviewed Mr. Van Nort's long history with ESAC and thanked him for his years of service. Laureto nominated Sue Church to fill the vacancy. **Motion B. Hawley, support J. DePuy, to accept Van Nort's resignation and appoint Sue Church to ESAC for the balance of Van Nort's term. Roll Call Vote. Voting Aye: D. Lewis, B. Hawley, J. DePuy, P. Laureto, and T. Laureto. Voting Nay: none. Motion carried unanimously.**
2. Clerk Laureto reported that the Township's American Tower lease, related to the public wi-fi and cameras that are no longer functional, will be up on February 28<sup>th</sup>. To terminate the lease, the Township needs to remove the equipment on the tower and that can only be done by an American Tower certified vendor. After much work, a vendor located in Traverse City was found. The vendor will look at the job in the next few days.
3. Clerk Laureto reminded the Board that the County now has a well and septic ordinance which is being enforced by the Health Department making the Township's ordinance unnecessary. Supervisor Laureto read the ordinance. **Motion T. Laureto, support B. Hawley, to adopt Ordinance No. 1-2025 which repeals Ordinance No. 2-2014, the Township's septic and well ordinance. Roll call vote. Voting Aye: D. Lewis, B. Hawley, P. Laureto, J. DePuy, and T. Laureto; voting Nay: none; Absent: none. The Supervisor declared the ordinance adopted.**
4. Clerk Laureto reviewed Resolution #1-2025 – FY2025 Budget Amendments #1 with Board members and highlighted two items that were changed from the draft proposal. **Motion P. Laureto, support B. Hawley, to adopt Resolution #1-2025 as amended. Roll call vote. Voting Aye: D. Lewis, B. Hawley, P. Laureto, J. DePuy, and T. Laureto; voting Nay: none; Absent: none. The Supervisor declared the ordinance adopted.**
5. Clerk Laureto presented Resolution #7-2025 to authorize use of Uncommitted General Fund funds to cover the purchases of the security camera's, computer server, and tennis court replacement projects which were not appropriated in the FY 25 budget but which the township approved as necessary purchases. **Motion D. Lewis, support B. Hawley, to adopt Resolution #7-2025. Roll call vote. Voting Aye: D. Lewis, B. Hawley, P. Laureto, J. DePuy, and T. Laureto; voting Nay: none; Absent: none. The Supervisor declared the ordinance adopted.**
6. FY 26 elected official compensation was discussed. Board members were reminded that the Township Board may set the salaries of township officials by salary resolution (MCL 41.95(3)). The Board reviewed and discussed three methods for calculating a cost-of-living adjustment; 1) the Michigan Inflation Rate Multiplier which is 3.1%, 2) the published COLA for 2025 which is 2.5% and, 3) the Consumer's Price Index for 2024 which is 2.8%. Supervisor Laureto suggested that salaries be increased using the COLA. The Board moved to individual salary resolutions.

Resolution #2–2025 – Supervisor’s Salary – increased by 2.5% to \$31,012.06. **Motion B. Hawley, support J. DePuy, to adopt Resolution #2–2025 . Roll Call Vote. Ayes: D. Lewis, P. Laureto, J. DePuy, B. Hawley; Nay: none; Abstain: T. Laureto**

Resolution #3–2025 – Treasurer’s Salary – increased by 2.5% to \$43,050.00. **Motion P. Laureto, support B. Hawley, to adopt Resolution #3–2025. Roll Call Vote. Ayes: P. Laureto, B. Hawley, J. DePuy, T. Laureto; Nay: none; Abstain: D. Lewis**

Resolution #4–2025 – Clerk’s Salary – increased by 2.5% to \$63,550.00. **Motion B. Hawley, support T. Laureto, to adopt Resolution #4–2025. Roll Call Vote. Ayes: J. DePuy, D. Lewis, B. Hawley, T. Laureto; Nay: none; Abstain: P. Laureto**

Resolution #5–2025 – Trustee DePuy’s Salary – increased by 2.5% to \$4,250.22. **Motion T. Laureto, support D. Lewis, to approve Resolution #5–2025. Roll Call Vote. Ayes: P. Laureto, B. Hawley, D. Lewis, T. Laureto; Nay: none; Abstain: J. DePuy**

Resolution #6–2025 – Trustee Hawley’s Salary – increased by 2.5% to \$4,250.22. **Motion T. Laureto, support D. Lewis, to adopt Resolution #6–2025. Roll Call Vote. Voting Aye: P. Laureto, J. DePuy, D. Lewis, T. Laureto; Nay: none; Abstain: B. Hawley**

7. Clerk Laureto informed the Board that the Special Meeting to adopt the FY26 budget is set for March 31<sup>st</sup> at 10:00 am in the Township Meeting Room. She also reminded the Board that the public hearing for the FY 26 budget is set for 7:00 pm on March 18<sup>th</sup> and will be followed by the regular March meeting.
8. Supervisor Laureto spoke about the Glen Arbor Memorial Day weekend Trash Day saying that it has become cost prohibitive to run it as in past years. He supports the idea of a trash day and would encourage all residents to empty their basements of unused items. He proposed that the township consider placing dumpsters at the Township Hall parking lot and paying people to monitor and check IDs. Chief Ferguson stated that in Almira Township they hire Garbage Trucks that people place their items into. The Board was supportive of the trash day concept. The Clerk will talk to the Almira Clerk for information on how their system works and gather quotes for the two options.
9. Supervisor Laureto said he was approached by NEC which sold the township a used phone system several years ago. Apparently, the phone system will no longer be supported. NEC has not serviced the system and the system is working fine. No action was taken.

**Planning Commission Report:** Planning commission representative, Trustee Hawley, said the Commission finished the three items they were working on and will be holding a public hearing on those items at 7:00 pm on March 6<sup>th</sup> followed by their regular meeting.

**Public Comment:** none

**Board Member Comments:** Clerk Laureto said there were hardware issues with the new doors so they have not yet been installed.

**Supervisor Comments:** none

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

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Pamela J. Laureto  
Township Clerk

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