

**GLEN ARBOR TOWNSHIP  
EMERGENCY SERVICES ADVISORY COMMISSION  
MEETING MINUTES  
April 9, 2025**

Present: Chief Ferguson, Eric Dubord, Charlie Godbout, Sue Church, Bob Price, Linda Ihme, Jan Bauer, John DePuy

Absent:

Glen Arbor Township representatives: Pam Laureto, Tom Laureto

Staff Members: Morgan Challup, Pete Stern, Erin Hester, Jared Ornelas

Public: None

The meeting was opened at 10:02 am by Bauer.

**I. Pledge of Allegiance**

**II. Review and approval of agenda**

Ihme motioned to approve the agenda, seconded by Dubord. Motion approved.

**III. Conflict of Interest**

None

**IV. Public comment**

None

**V. Review and approval of March 12, 2025 minutes**

Ihme motioned to approve the March 12, 2025 minutes. Seconded by Church. Motion passed.

**VI. Review of Monthly Check List (start with check #16202) and Payroll for March**

A motion was made by Godbout seconded by Ihme 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.

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

P. Laureto explained that March bills were paid before the end of the fiscal year, 3/31/25. Discussion ensued regarding the auditors and the reconciliation. Price questioned the \$18,007.78, the reconciliation amount from last FY was missing from the Empire Contract revenue account. T. Laureto explained that was last year's refund after the reconciliation. Price said it should be paid out of a refund account. P. Laureto said that it has been paid from the revenue account every year. Discussion followed. TL will follow up.

## **VIII. Staffing Report**

### **a. Introduce staff**

Morgan Challup, Lt. Stern, Erin Hester, Jared Ornelas

### **b. General staffing status report**

None this week

### **c. Exit interview results, if any.**

None

### **d. Review of GLFD monthly Staff and Officer Minutes**

None this week

## **IX. Operations Report**

There was a building fire in Empire on March 21. One detached garage was a total loss. There was some damage to a house on one side, but little to the house on the other side. Given the windy conditions it went very well. Some citizens were trying to help us but it actually hindered us. The Empire engine has been sold and is on its way to Chile. Most of the employee performance reviews have been completed. Ferguson still has to complete the Lieutenant evaluations. The fixes required after the OSHA inspection have been completed and approved. An OSHA inspection for the Empire station still needs to be scheduled. The Empire Twp. Supervisor, GA Twp. Supervisor and the Fire Chief had the first union negotiations meeting for the next contract. Ferguson will be headed to a conference later this week. He has hired another part-time EMT.

## **X. Old Business**

### **a. Water Supply in Empire**

Ferguson has spoken with Casey Noonan and we are moving forward. DePuy said he passed along Cedar's contract and said we need something like this in writing for liability. Ferguson says they have one and it will be the same agreement as they have with the dry hydrant at Indigo Bluffs. DePuy will also talk with Elmer's about using their well. Dubord wondered what gravel pit is near Burdickville and if they have a well. DePuy said he would rather see something near M-72 and Coleman, as there is no water supply between Empire and TC. Godbout noted that this area is actually in Kasson Twp. and asked if Cedar Fire would be included. Ferguson agreed and said they will sort all that out.

## **XI. New Business**

none

## **XII. Board Member Comments**

Referencing the electronics that need to be placed on the fire boat, DePuy said that last month someone asked why don't we go back to the people who originally bought the boat. It was purchased by several people both in Empire and GA for \$275,000, all donated money. It is DePuy's opinion that the repairs should come out of the Fire and Rescue Association budget. P. Laureto explained that there are multiple funding options being pursued. We'd like to get the boat functional before the season begins. DePuy thinks the Township's should not have to pay the full \$60,000+ and that it should be shared with the Fire and Rescue Association. Ferguson said he has something in the works but is not ready to announce it. Laureto said that the Fire and Rescue Association will be discussing this at an upcoming meeting.

### **XIII. Public Comment**

T. Laureto reminded ESAC board members to fill out the yearly evaluation of the fire chief. Ornelas announced that the station received their certificate of approval certifying the Department to teach EMS Continuing Education courses.

### **XIV. Adjournment**

Meeting adjourned at 10:45

NEXT MEETING: May 14, 2025

Minutes prepared by  
Michele Aucello  
Deputy Clerk, Glen Arbor Township