

## Regular Board Meeting Minutes

4/15/2025

The meeting was called to order by Supervisor Laureto at 7:32 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, Capt. Dykgraff, one member of the public, and Brendan Mullane and Jim Calhoun of the Leelanau County Road Commission were 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

Brendan Mullane, LCRC Manager, accompanied by Jim Calhoun, Vice Chair of LCRC presented a report on Road Commission activities in 2024. He gave a power point presentation highlighting various aspects of road commission work, budget, State Funding, and vehicle acquisition. Board members were given opportunity to ask questions which were answered.

Minutes of the 3/18/25 Public Budget Hearing were presented. **Motion B. Hawley, support P. Laureto, to approve the minutes of the 3/18/25 Public Budget Hearing as presented. Motion carried unanimously with J. DePuy abstaining.**

Minutes of the 3/18/25 Regular Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 3/18/25 Regular Board Meeting as presented. Motion carried unanimously with J. DePuy abstaining.**

Minutes of the 3/31/25 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 3/31/25 Special Board Meeting as presented. Motion carried unanimously with J. DePuy abstaining.**

**Treasurer's Report as of 3/31/25** – Cash on Hand by Fund Balance was presented

General Fund	\$1,134,504.34	Park Debt Service Fund	\$ 1,488.21
Emergency Services Fund	\$3,733,291.20	Fisher Lake SAD Fund	\$49,654.37
GLFD Debt Service Fund	\$ 109,858.29	Tax Collection Fund	\$11,160.40

**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 March 31, 2025 through April 15, 2025 totaled \$22,212.45 and the March payroll was \$22,544.48. **Motion J. DePuy, support D. Lewis, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Clerk Laureto reported that Emergency Services bills from March 12, 2025 through April 8, 2025 totaled \$149,870.15 and the March payroll was \$131,368.76. **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 54 calls in March. A structure fire occurred on March 21<sup>st</sup> in Empire. A detached garage was lost but the two adjacent homes were not damaged. Following the incident, he met with the insurance investigator who was impressed with the lack of damage to the adjacent homes. The old engine was finally picked up and is now on its way to Chili. Next week the boat will go into the shop so the new electronics to be installed. Chief Ferguson and two Lieutenants attended the 2025 FDIC International Conference which is North America's Leading Fire & Rescue Conference. There were more than 37,000 Fire & Rescue Service Professionals in attendance. The conference hosts many vendors and the Chief and his Lieutenants explored options they might like to pursue when it comes time for a new ladder truck. The department fixed the minor OSHA violations and received their final approval.

**Zoning Administrators Report** – Submitted in writing

**Monthly Assessors Report** – Submitted in writing

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

**Unfinished Business**

1. Clerk Laureto informed the Board that the new ADA accessible threshold for the front doors has been installed and the locking mechanism is now fully functional.
2. Clerk Laureto informed the Board that Eclipse completed their work to ensure the park cameras are communicating with the Township server. They discovered that one of the cameras is not working. The Clerk spoke with the company that did the install and they will replace the camera at no charge. She is not sure when the work will be done.

**New Business**

1. The Board discussed the Memorial Day event at the GA Cemetery. All agreed they wanted the event to continue. They are grateful for the volunteer work done by Terri Myers, Diane Calsbeek, and Linda Dewey over the past years and in preparation for this year's ceremony which will be held on Friday, May 23, 2025 at 10:00am at the cemetery – 6305 Forest Haven Drive.
2. Due to the lack of Sherriff's coverage for road closures, the Board discussed the 4<sup>th</sup> of July Parade and the Running Bear Run with Brendan Mullane who said that the Road Commission may be able to offer some support. The Clerk will discuss this further with Mr. Mullane and will also contact the NPS to see if assistance is available from them.
3. The Clerk informed the Board of Honor Banks new vendor who will assist with payments through the QR Code at the boat ramp. The new firm, 1<sup>st</sup> National Payment, is a local vendor with over 700 clients in the Traverse City area. They have staff that will be able to assist with set-up and any issues that may arise. The service will be much less expensive than the national company previously used. **Motion B. Hawley, support D. Lewis, to approve moving forward with 1<sup>st</sup> National Payment. Motion carried unanimously.**

**Planning Commission Report:** Planning commission representative, Trustee Hawley, did not attend the last meeting but said the Commission is continuing work on Accessory Buildings and Accessory Dwellings.

**Public Comment:** none

**Board Member Comments:** Clerk Laureto said the audit will begin on site on May 5<sup>th</sup>. She is already submitting items electronically.

**Supervisor Comments:** Supervisor Laureto said that he still working on the payment issue with American Tower. He received a communication stating that they are working on it and asking for our patience.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Pamela J. Laureto  
Township Clerk

DRAFT