

**GLEN ARBOR TOWNSHIP  
EMERGENCY SERVICES ADVISORY COMMISSION  
MEETING MINUTES  
March 11, 2026**

Present: Kathy Fordyce, Sue Church, Chad Dykgraaf, Bob Price, Jan Bauer, Chief Ferguson  
Absent: Eric Dubord, John DePuy, Linda Ihme  
Glen Arbor Township representatives: Pam Laureto, Tom Laureto  
Staff Members: Morgan Chalup, Jeff Hester  
Public:

The meeting was opened at 10:07 am by Bauer

**I. Pledge of Allegiance**

**II. Review and approval of agenda**

Dykgraaf noted a correction on the Operations report: on page 14 Mutual Aid says 2025 and should say 2026. Church motioned to approve the agenda, seconded by Fordyce. Motion approved.

**III. Conflict of Interest**

None

**IV. Public comment**

None

**V. Review and approval of February 11, 2026 minutes**

Church motioned to approve the February 11, 2026 minutes. Seconded by Fordyce. Motion passed.

**VI. Review of Monthly Check List (start with check #16655) and Payroll for February**

A motion was made by Fordyce seconded by Church 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 February**

P. Laureto noted that tax collections were finished on February 28, and after we make the last distributions and collect property taxes we should be right around where we budgeted.

**VIII. Staffing Report**

**a. Introduce staff**

Jeff Hester and Morgan Chalup

**b. General staffing status report**

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

None

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

Chief Ferguson is hoping to be back at least part time in April/May. It will probably be next summer, 2027, before he resumes full firefighting abilities. His wife is almost fully recovered.

**IX. Operations Report**

There were 34 calls for service in February. Dykgraaf reminded the group of a new reporting system, resulting in different categories on the Operations Report. The PHTLS class was recently held here and the Glen Lake Fire Department is now able to host classes. Annual hazmat training was completed. Steve Lienard just celebrated 15 years of service. The department is updating its logos on the vehicles to make them consistent in color and design. The department purchased a snowblower to help with parking for the Empire station. A concept drawing for the exterior landscaping of Station 1 has been received and bids for the interior remodel of station 1 are due tomorrow. The SCBA washer and turnout gear washer and dryer have been ordered and should be delivered at the end of March. Dykgraaf completed a 50-hour class and reported it was a good experience to hear and learn from really good instructors. P. Laureto mentioned that the Station 1 remodel will be a Glen Arbor payment, not Empire. Ferguson noted the landscaping will also be a Glen Arbor bill but will be shared with Glen Lake Fire and Rescue Association. T. Laureto wondered how many ice rescues had been performed. Dykgraaf said five calls over three seasons.

**X. Old Business**

**a. Water Supply in Empire**

No update

**b. Chief Update**

Given earlier

**XI. New Business**

**a. FY 26 Proposed Budget Amendments**

Dykgraaf said we are looking good in terms of wages for personnel. As for benefits, we had to move money into insurance as Blue Cross/Blue Shield costs jumped 13%. P. Laureto explained the Building, Fire and EMS insurance is due each February 16<sup>th</sup>, which is 1.5 months in the current fiscal year and 10.5 months in next fiscal year. We paid the entire invoice with 1.5 months being recognized in this fiscal year and the 10.5 months being noted as a prepaid. The auditor will recognize the 10.5 months in FY27. Dykgraaf noted we are finally under budget in Fire Vehicle expense. Ferguson noticed Leland Marine was in the document twice. P. Laureto

said it should be Empire Fire and Rescue Contract and will make the edit. She said she would like a motion to recommend that the Township approves this budget amendment. Price motioned to recommend approval of the amended budget and Church seconded. All in favor. Motion passed.

## **XII. Board Member Comments**

Church thanked Dykgraaf for doing an amazing job taking over for Ferguson.

## **XIII. Public Comment**

## **XIV. Adjournment**

Meeting adjourned at 10:38 am.

NEXT MEETING: April 15, 2026

Minutes prepared by  
Michele Aucello  
Deputy Clerk, Glen Arbor Township

DRAFT