

## Regular Board Meeting Minutes

4/21/2026

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. Capt. Dykgraaf, Chief Ferguson, 2 members of the Leelanau County Road Commission and eight members of the public were also present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion, P. Laureto, 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, Leelanau County Road Commission Manager, accompanied by Commissioner Garth Greenan, presented a report on Road Commission activities in 2025. Mullane gave a power point presentation highlighting various aspects of road commission work, budget, and State funding. Board members were given opportunity to ask questions which were answered.

Minutes of the 3/17/26 Regular Board Meeting were presented. **Motion J. DePuy, support D. Lewis, to approve the minutes of the 3/17/26 Regular Board Meeting as presented. Motion carried unanimously.**

Minutes of the 3/30/26 Special Board Meeting were presented. **Motion D. Lewis, support J. DePuy, to approve the minutes of the 3/30/26 Special Board Meeting as presented. Motion carried unanimously.**

**Treasurer's Report as of 3/31/26** – Cash on Hand by Fund Balance was presented

General Fund	\$1,190,582.98	Fisher Lake SAD Fund	\$73,824.13
Emergency Services Fund	\$2,666,536.17	Tax Collection Fund	\$42,210.20
GLFD Debt Service Fund	\$ 109,828.72		

**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 Township Board approve the proposed Assistant Fire Chief position.

**Clerk's Report** – The General Fund bills from March 29 through April 21, 2026 totaled \$33,052.32 and the March payroll, was \$21,734.50. **Motion B. Hawley, support J. DePuy, to approve payment of the General Fund bills and payroll. Motion carried unanimously**

Emergency Services bills from March 29 through April 14, 2026 totaled \$88,097.28. The March payroll was \$134,194.36 which is higher than normal because the PTO payout occurs on the last payroll of the fiscal year. **Motion J. DePuy, support D. Lewis, to approve the payment of the Emergency Services bills and payroll. Motion carried unanimously.**

**Fire Chief Operations Report** Capt. Dykgraaf reported that the department had 17 calls in March bringing the total for the year to 98. There were 199 vehicle responses. Tim Nichols celebrated 42 years of service with the department and Erin Hester celebrated her 1 year anniversary as a full-time employee.

A few members attended the ICS 300 training class. The department took delivery of two video laryngoscopes. In May, members of the department will be going to Grayling to discuss the progress of the new mini pumper. Union negotiations are still ongoing. All staff completed the bi-annual agility test.

**Monthly 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 said her Deputy is working on the ADA requirements for our website. One quote has been submitted thus far. Three additional vendors have been contacted and quotes requested. Laureto will be bringing those quotes to next month's meeting.
2. Treasurer Lewis and Clerk Laureto met with the IP phone vendor from Utel. Captain Dykgraaf was also present to go over the fire department's phone system. We gathered more information and quotes were received. The phone quote eliminates the FAX which we rarely use and can be accomplished by scanning and emailing the document. The cost for the phones will be \$183.65 per month. We learned that the IP phone systems both here and at the fire department would benefit greatly from increasing internet speeds. This was confirmed by our IT company. The cost for the increased internet speed will be \$135.00 per month. That increase will apply to the fire department's two locations as well. The total phone and internet cost for the Township will be \$318.65 per month. The Township's current telephone and internet bill is \$413.72 so we will see a savings. **Motion D. Lewis, support B. Hawley, to proceed with the increased internet speed and the iphone package as presented. Motion carried unanimously.**

#### **New Business**

1. B. Ihme, presented information regarding the sale of the Martin Company property which is next door to the Township Hall. The Martin Company has approached the township regarding the potential for the township to purchase the property. Board members discussed the issue which will be brought to the township residents in a public meeting. The need for the public to vote on a bond to cover the cost and also the need for a full-time maintenance person were discussed. Treasurer Lewis and B. Ihme will work on the issue and bring additional information to the board at the April meeting.
2. Chief Ferguson presented his recommendation to promote Captain Dykgraaf to the administrative position of Assistant Fire Chief. The board recognized how fortunate we were to have Capt. Dykgraaf to fill in for Chief Ferguson during his absence. Dykgraaf acknowledged that he is willing to move into the administrative position. **Motion B. Hawley, support J. DePuy, to approve the Assistant Fire Chief position and promote Chad Dykgraaf to the position effective May 1<sup>st</sup>. Motion carried unanimously.** A contract will be drawn up and compensation discussed at the May meeting.
3. Chief Ferguson presented information on the Station 1 renovation project which has been ongoing since June of 2024. All bids have been received, vendors selected, and project quotes received. Construction would start at the beginning of June if approved. **Motion J. DePuy, support D. Lewis, to proceed with the renovation project and allow the Clerk to sign the contract in the Supervisors absence. Motion carried unanimously.**

**Planning Commission Report:** B. Hawley reported that the planning commission did not meet in March.

**Public Comment:** none

#### **Board Member Comments:**

Trustee DePuy said he will not be at the May meeting.

Clerk Laureto shared information from the Glen Lake Community Library regarding the library boards resolution to seek a renewal of their operating millage on the August 4<sup>th</sup> ballot. Laureto also informed the Board that the Glen Arbor Women's Club Running Bear Run committee has requested supplementing the

Garden Restrooms with a few Porta Potties. Laureto suggested the sidewalk along the parking lot at the Township Park might be the best location. Board members concurred.

**Supervisor Comments:** Supervisor Laureto will be in Cuba from April 24 until May 1.

Meeting adjourned at 9:12 p.m.

Respectfully submitted,

Pamela J. Laureto,  
Township Clerk

DRAFT