

Regular Board Meeting Minutes

5/19/2026

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 – B. Hawley, D. Lewis, P. Laureto, and T. Laureto present in person. J. DePuy absent. Asst. Chief Dykgraaf, Chief Ferguson, and eight members of the public were also present. The Pledge of Allegiance was recited.

The agenda was presented and amended. **Motion B. Hawley, support D. Lewis, 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 3/17/26 Public Budget Hearing were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 3/17/26 Public Budget Hearing as presented. Motion carried unanimously.**

Minutes of the 4/21/26 Regular Board Meeting were presented. **Motion B. Hawley, support P. Laureto, to approve the minutes of the 4/21/26 Regular Board Meeting as presented. Motion carried unanimously.**

Minutes of the 5/4/26 Special Board Meeting were presented. **Motion B. Hawley, support D. Lewis, to approve the minutes of the 5/4/26 Special Board Meeting as presented. Motion carried unanimously.**

Treasurer's Report as of 4/30/2026 – Cash on Hand by Fund Balance was presented.

General Fund	\$1,123,368.31	Fisher Lake SAD Fund	\$73,832.02
Emergency Services Fund	\$2,591,759.73	Tax Collection Fund	\$28,031.51
GLFD Debt Service Fund	\$ 852.47		

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 a bonus for the extra work that Asst. Chief Dykgraaf did during Chief Ferguson's 5-month absence.

Clerk's Report – The General Fund bills from April 22 – May 19, 2026, totaled \$65,276.79 and the April payroll was \$32,010.27. The May 1st payroll was recorded as April 30 because payments came out of the bank in April. **Motion B. Hawley, support D. Lewis, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Emergency Services bills from April 15 – May 12, 2026, totaled \$64,436.73 and the April payroll was \$151,183.12. The May 1st payroll was also recorded as April 30. **Motion P. Laureto, support D. Lewis, to approve the payment of the Emergency Services bills and payroll. Motion carried unanimously.**

Fire Chief Operation Report – Chief Ferguson reported that last week the Department lost Tim Nichols, a 42-year veteran. Tim's memorial service will be held in October at the Fire Station. He and 2 other department members met last week in Grayling for a pre-construction meeting on the new mini-pumper truck. Work has begun on the mini-pumper and is expected to be completed in October. Asst. Chief Dykgraaf reported that there were 29 calls in April, bringing the year-to-date total to 127. With the 29 calls there were 260 vehicle responses. FF/EMT Chalup celebrated 7 years of employment with the department. 245 training hours were completed in April and 5 vehicles had repair/maintenance work done. They have contracted with a new garage door company for maintenance on several of the 18 garage doors. The new turnout gear washer and dryer and SCBA washer have not yet been delivered. The company will be giving us an upgraded SCBA washer because the delivery is late. The phone issues seem to have been remedied.

Monthly Zoning Administrators Report – The new zoning administrator attended the meeting and gave his report verbally. Written reports will be submitted going forward.

Monthly Assessors Report – Submitted in writing

Correspondence – the April correspondence is available in the Township Office for review.

Unfinished Business

1. Website ADA Compatibility – P. Laureto informed the board that the Federal ADA Compliance deadline has been extended until April 26, 2028. She said that she believes that it's important to become compliant as soon as possible, so we don't add non-compliant items for an additional two years. She presented and reviewed 4 quotes. **Motion P. Laureto, support B. Hawley, to accept the quote from Big Water Media. Motion carried unanimously.**
2. Phone System Update – Clerk Laureto informed the Board that the new internet service has been installed, and the new phones will be installed on Friday June 12th at 10:00 am.
3. Station 1 Renovation Project Update – Kyle Richter of RCI construction attended the meeting and provided an overview of the renovation project. Wade Isner will be the on-site construction manager. A pre-construction meeting is set for May 28th. Building permits are in place and materials have been sourced. The project is set to begin June 1st with temporary electrical work for the temporary living spaces being completed first followed by demolition work. There will be progress meetings every 4th Tuesday of each month until the project is completed. Completion is expected before December.

Billing will be compiled on the 28th of each month and invoices should be received by the 1st of the month.

Motion P. Laureto, support, D. Lewis, to add RCI to the immediate pay list for the duration of the renovation project. Motion carried unanimously.

P. Laureto asked that a note be sent to all Station 1 neighbors so they are aware of the project even though most of the work will be indoors and the noise should be minimal.

4. Potential Property Purchase – B. Ihme opened the discussion by recapping what he believed were points from last April's board meeting including: 1) that the property purchase will be brought to a public vote and that ballot language needs to be certified by August 11th, 2) determining what's required to secure a bond, 3) determining if the seller is willing to work with these conditions. P. Laureto then clarified that it is not improper to have a quorum of officials in one room unless those individuals are deliberating on a topic outside of a public meeting. Laureto then continued providing alternatives to issues that were raised at last month's meeting including private office space, possible mold, and neighbors' drainage issue. She also shared information gained from the Township's attorney and governmental auditor. Laureto then stated that she believes tearing the neighboring building down for expanded parking and creating a small winterized public restroom could be a compelling reason for purchasing the property. B. Hawley stated that he believes this is a once in a lifetime opportunity for the township and that he would like to get an appraisal for the land without the neighboring building. T. Laureto presented information from MCL 211.7M and associated commentary which suggested that purchasing a building with the intent of leasing space may not be allowed. D. Lewis stated that the purchase is a once in a lifetime opportunity for the Township. Additionally, he said it gives the Township the ability to increase its land. Lewis also stated that the operational issue of the property should be separated from the intermittent uses of the property, the project may lead to new job descriptions such as a property manager, and that we may be able to alter traffic patterns at the township hall. D. Lewis then recapped the major points of the discussion, including 1) Identifying compelling reasons such as parking and public restroom, 2) Clarification on leasing, and 3) Financing. P. Laureto will contact the township attorney and schedule a Special Meeting to obtain his input.

New Business

The Assistant Fire Chief Professional Services Agreement prepared by the Township's Attorney was reviewed.

Motion P. Laureto, support B. Hawley, to approve a salary of \$94,000.00 effective May 1, 2026 and authorize the Supervisor and Clerk to sign the contract as long as there are no major changes. Motion carried unanimously.

Discussion regarding a bonus for then Captain Dykgraaf for acting as the Fire Chief during Chief Ferguson's 5-month absence. ESAC recommended said bonus. The board reviewed the number of hours Dykgraaf worked over the 5-month period and based the bonus amount on the difference between the Captain wage and the Assistant Fire Chief wage. **Motion B. Hawley, support D. Lewis, to award Asst. Chief Dykgraaf a bonus of \$24,000.00. Motion carried unanimously.**

Planning Commission Report: B. Hawley said that most of the meeting was spent getting to know the new Zoning Administrator.

Public Comment: Regarding the proposed property purchase, one member of the public said that we should not take the property off the tax roll. He believes the property should be developed by businesses. He would like the board to listen to our attorney, and he believes this will be a "heavy lift" to get the public on board for the project.

Another member of the public said he has a problem with the price and emphasized that the Township should not be a landlord. He said the proposed purchase would give the Township breathing room to grow. He also said that we will need to present the voters with a focal point and a good visual. He would like to see a central area in downtown for the public to use.

Board Member Comments:

P. Laureto announced that a Park workday is scheduled for May 30th at 10:00am.

Supervisor Comments: none

Meeting adjourned at 9:30 pm.

Respectfully submitted,

Pam Laureto
Township Clerk

DRAFT