GLEN ARBOR TOWNSHIP
EMERGENCY SERVICES ADVISORY COMMISSION
MEETING MINUTES
October 14, 2026

Present: Kathy Fordyce, Sue Church, Chad Dykgraaf, Jan Bauer, John DePuy, Eric Dubord
Absent: Linda Ihme, Chief Ferguson, Bob Price
Glen Arbor Township representatives: Pam Laureto, Tom Laureto
Staff Members: Steve Lienard, Aaron Brown, Angelika Diehl
Public:

The meeting was opened at 10:00 am by Bauer

I. Pledge of Allegiance

II. Review and approval of agenda

DePuy motioned to approve the agenda, seconded by Church. Motion approved.

III. Conflict of Interest

None

IV. Public comment

None

V. Review and approval of September 9, 2026 minutes

DePuy motioned to approve the September 9, 2026 minutes. Seconded by Church. Motion passed.

VI. Review of Monthly Check List (start with check #16957) and Payroll for September

P. Laureto noted that the big check is for Station 1 renovations which is coming out of Glen Arbor funds. We have not made the transfer yet so it will show as negative on the balance sheet. Dykgraaf explained how the Dr. Bear fitness and assessment program works. DePuy asked about getting bids for the aerial truck. Dykgraaf said they have begun the process to sell it. P. Laureto explained that October is the three-payroll month this year. A motion was made by Dubord seconded by Fordyce 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 September

Dykgraaf explained that the Menard's credit card bill was for materials for a portable shower that was built in the apparatus bay as part of the renovation. P. Laureto said they researched and found that to rent one was $8,000. T. Laureto asked if they have a target date for their permanent shower. Dykgraaf said they hoped for the beginning of December but know that the date will be pushed back due to changes in the DECON room specs.

VIII. Staffing Report

APPROVED

a. Introduce staff

Lt. Lienard, Angelica Diehl, Aaron Brown

b. General staffing status report

We have one new part time member who works full time at the Leelanau School and who comes to us as an EMT basic. He will go to Fire School beginning in January. We also have an intern from Glen Lake School. He is here for the first semester.

c. Exit interview results, if any.

None

d. Review of GLFD monthly Staff and Officer Minutes

Dykgraaf explained that they have not had regular staff meetings but have one coming up, when the new aerial truck arrives. He can send us the Officer Meeting minutes.

IX. Operations Report

Dykgraaf went over the Operations Report. There were 57 calls for service in September. Mike Ball celebrated 7 years of service. They completed 432 hours of training as a department. Fire hoses and the Aerial truck had their annual inspections. Station 2 in Empire received new garage doors. As for the station remodel, the drywall is hung and they are sanding now. The completion date is unclear but there has been a lot of progress. They are still waiting for bids to see what the cost will be for the DECON room. November 28 is the target date for the ladder truck delivery. DePuy asked if they will go to Appleton for training and Dykgraaf said no, they will have a staff meeting and training here instead.

X. Old Business

a. Update on Station 1 Remodel

Covered earlier

XI. New Business

XII. Board Member Comments

P. Laureto commented that department members did a really nice job for Tim Nichols' Celebration of Life last Saturday and that the event was very well attended. DePuy said he will not be at the next ESAC meeting.

XIII. Public Comment

None

XIV. Adjournment

APPROVED

Meeting adjourned at 10:25 am.

NEXT MEETING: November 11, 2026

Minutes prepared by
Michele Aucello
Deputy Clerk, Glen Arbor Township

APPROVED