Glen Arbor Township
6394 W. Western Ave. P.O. Box 276
Glen Arbor, MI 49636
Phone 231-334-3539 glenarbor@glenarbortownship.com FAX 231-334-6370
Tom Laureto, Supervisor Pam Laureto, Clerk Don Lewis, Treasurer
John DePuy, Trustee Bob Hawley, Trustee

Regular Board Meeting Minutes

10/20/2026

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, D. Lewis, P. Laureto, and T. Laureto present. Chief Ferguson, Asst. Chief Dykgraaf, and five 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 9/15/26 Regular Board Meeting were presented. **Motion D. Lewis, support B. Hawley, to approve the minutes of the 9/15/26 Regular Board Meeting as presented. Motion carried with one abstention.**

Minutes of the 10/9/26 Special Board Meeting were presented. **Motion J. DePuy, support D. Lewis, to approve the minutes of the 10/9/26 Special Board Meeting as presented. Motion carried unanimously.**

Treasurer's Report as of 9/30/2026 – Cash on Hand by Fund Balance was presented.

General Fund	$1,031,098.80	Fisher Lake SAD Fund	$ 73,872.25
Emergency Services Fund	$1,831,743.99	Tax Collection Fund	$8,449,626.98
GLFD Debt Service Fund	$ 4,804.59		

Emergency Services Advisory Commission Report – Clerk Laureto reported that ESAC met on October 14th, reviewed the monthly checklist and payroll, and recommended that the Township Board pay the unpaid checks and payroll.

Clerk's Report – The General Fund bills from September 16, 2026 through October 20, totaled $23,068.04 and the September payroll was $30,561.50. **Motion B. Hawley, support J. DePuy, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Emergency Services bills from September 7, 2026 through October 13, 2026, totaled $245,913.19 and the September payroll was $178,408.49. **Motion J. DePuy, support D. Lewis, to approve the payment of the Emergency Services bills and payroll. Motion carried unanimously.**

Fire Chief Operation Report – There were 57 calls in September for a total of 497 year to date. Firefighter/ Paramedic Ball celebrated 7 years with the department. There was 347 hours of training during September including Firefighter health and Safety and rope training among several others. The Aerial ladder and all hoses were tested. The garage doors at Station 2 were replaced. The Station 1 renovations are going well. The electrical inspection was completed and the drywall is complete and has been primed. A student from Glen Lake Community School is doing an internship with the department during the fall semester. There is a new Part-time member who works full-time at the Leelanau School. On October 10th Memorial Service for Firefighter Tim Nichols was well attended. The new ladder truck is scheduled to be completed by November 28th and it will then go to Graying for a few weeks for outfitting and detailing. Two trucks will be sold with a broker who has an website where fire trucks are sold. The engine will be listed for $150,000 and the ladder truck will be listed for $250,000.

APPROVED

Chief Ferguson said he has received the quotes for the DECON room changes. There were several items. He recommended that we approve items 2 and 3 so that the renovation can continue. He will have a meeting with the contractor to discuss pricing on the other items.

Motion T. Laureto, support J. Depuy, to approve items 2 and 3 on the change order. Motion carried unanimously.

Monthly Zoning Administrators Report –not received by meeting time

Monthly Assessors Report – Submitted in writing

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

Unfinished Business

1. The Board discussed the Zoning Administrator position. Clerk Laureto read Resolution #14-2026, a resolution appointing authorized individuals, including the Zoning Administrator, Supervisor, and a Zoning Enforcement Officer, to enforce the Glen Arbor Township Zoning Ordinance. **Motion J. DePuy, support D. Lewis, to adopt Resolution #14-2026. Roll Call Vote. Voting Aye: D. Lewis, B. Hawley, J. DePuy, P. Laureto, and T. Laureto; Voting Nay: none; Absent: none. The Supervisor declared the resolution adopted.**

   The Board discussed an email received from MR Consulting in which they agreed with the boards assessment of performance, highlighted items that were not clear to them when they agreed to the contract, sited differences in Glen Arbors zoning practices and their practices, and asked the Township to appoint another individual or firm to provide zoning administration services. **Motion B. Hawley, support J. DePuy to accept the resignation of MR Consulting with the stipulation that all records be turned over to the Township. Motion carried unanimously.**

   S. Sheehan was discussed as a possible interim Zoning Administrator. **Motion D. Lewis, support J. DePuy to set up a Special Meeting with Mr. Sheehan as soon as possible to discuss the possibility of him working for the Township. Motion carried unanimously.**

New Business

1. C. Sack, representing the Glen Arbor Beautification Committee, which works through the Glen Lake Chamber of Commerce, presented the Board with a document entitled "Managing Glen Arbor's Trees, and a 2nd document entitled "Benefits of Legal Protections from Glen Arbor Tree Policy". Mr. Sack stated that the Beautification Committee is seeking the support of the Glen Arbor Township Board for the review and approval of a policy to manage public trees and provide guidelines for support the retention of existing trees in Glen Arbor's business district/scenic corridor. Sack displayed two signs and a flag that was received from the Arbor Day Foundation which has designated Glen Arbor as a "Tree City". Treasurer D. Lewis sited the 4 requirements for obtaining the "Tree City" designation, one of which is to have a tree ordinance. The Board had declined to have a tree ordinance a year ago. Lewis asked Sack how the group had achieved the designation without an ordinance. Sack suggested the question be directed to the Arbor Day Foundation.

2. The Board discussed the request for Elizabeth Marrin of Glen Arbor Wines. **Motion B. Hawley, support P. Laureto, to adopt Resolution #13-2026 – Resolution to Support a New On-Premises Tasting Room Permit for Elizabeth Martin, Sleeping Bear Market LLC d.b.a. Glen Arbor Wines. Roll Call Vote. Voting Aye: D. Lewis, B. Hawley, J. DePuy, P. Laureto, and T. Laureto; Voting Nay: none; Absent: none. The Supervisor declared the resolution adopted.**

Planning Commission Report: B. Hawley said that the Planning Commission had a Site Plan and Master Plan review on their agenda. ~~The Zoning Administrator pulled both items~~ The Attorney for the site plan applicant pulled the review as he was not prepared for ~~either~~ the item. The meeting was then adjourned.

Public Comment: A member of the public acknowledged that there are many hurdles with the Zoning Administrator being considered a Township employee and said that the ZA should be a contractor rather than an employee.

APPROVED

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Board Member Comments: J. Depuy and B. Hawley both said they would not be at the November meeting. Clerk Laureto said that volunteers from the Glen Lake Garden Club have maintained the plants at the Glen Arbor Garden all season. They have also trimmed the Boxwood shrubs around the Bear statuary to again reveal the "baby bear". She thanked all those from the Club that volunteer to maintain the garden.

Supervisor Comments: T. Laureto shared information he learned at the Supervisor's meeting he attended earlier in the day. He also stated that there would be a work day at the park this coming Saturday.

Meeting adjourned at 8:50 pm.

Respectfully submitted,

Pam Laureto
Township Clerk

APPROVED