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

11/17/2026

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

The agenda was presented and amended. **Motion T. Laureto, 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 10/20/26 Regular Board Meeting were presented. Supervisor Laureto explained a correction that needed to be made to the planning commission report. The ZA was incorrectly cited as having pulled items from the agenda. It was the attorney for the applicant that pulled the item. **Motion T. Laureto, support D. Lewis, to approve the minutes of the 10/20/26 Regular Board Meeting as amended. Motion carried unanimously.**

Minutes of the 10/23/26 Special Board Meeting were presented. **Motion D. Lewis, support P. Laureto, to approve the minutes of the 10/23/26 Special Board Meeting as presented. Motion carried unanimously.**

Treasurer's Report as of 10/31/2026 – Cash on Hand by Fund Balance was presented.

General Fund	$1,081,582.53	Fisher Lake SAD Fund	$ 73,880.41
Emergency Services Fund	$1,589,628.95	Tax Collection Fund	$235,624.49
GLFD Debt Service Fund	$ 4,805.12		

Emergency Services Advisory Commission Report – Clerk Laureto reported that ESAC met on November 11, 2026. They 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 October 21, 2026 through November 17, 2026 totaled $22,066.99 and the October payroll was $20,793.78. **Motion D. Lewis, support T. Laureto, to approve the payment of the General Fund bills and payroll. Motion carried unanimously.**

Emergency Services bills from October 14, 2026 through November 10, 2026, totaled $234,207.76 and the October payroll was $127,738.90. **Motion P. Laureto, support D. Lewis, to approve the payment of the Emergency Services bills and payroll. Motion carried unanimously.**

Fire Chief Operation Report – There were 44 calls in October for a year-to-date total of 542. These calls involved 1,122 vehicle responses. Firefighter/Paramedic Ruth celebrated 5 years with the department. There were 396 hours of training during October including Firefighter Health and Safety, Aerial Operations and SCBA competency. A joint training was conducted with GLFD, Law Enforcement, and the National Park Service which was very successful. Graphics have been added to the command vehicle and the temporary shower is fully functional. The 9/11 Memorial has been winterized. The department participated in the Salute to Veterans at the Glen Lake Community School. The new ladder truck is scheduled to be completed by December 4 and four members of the department will then travel to Wisconsin for the final inspection. The Station 1 renovations are going well. The living quarters should be completed in early December and the Decon room will be complete about 6 weeks after that. Dykgraaf and Perdue attended a conference in Traverse City. The department is working with condo owners at the Homestead to update their key boxes.

Monthly Zoning Administrators Report – Submitted in writing

Monthly Assessors Report – Submitted in writing

DRAFT

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

Unfinished Business

1. Zoning Administrator Update – Clerk Laureto said that the Township Attorney has worked on an employment agreement for Scott Sheehan. The agreement was given to board members for their review and will be sent to Mr. Sheehan soon. Supervisor Laureto said that MR Consulting will be working with the Township until January 28, 2027. They will be completing all open permit applications and will help with the transition to Mr. Sheehan.

New Business

No item on the agenda

Planning Commission Report: No report.

Public Comment: none

Board Member Comments: P. Laureto thanked members of the Glen Lake Garden Club for their work to hang holiday greens on the Carl Olsen bridge.

Supervisor Comments: none

Meeting adjourned at 7:45 pm.

Respectfully submitted,

Pam Laureto
Township Clerk

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