

OTSEGO LAKE TOWNSHIP BOARD

MEETING MINUTES

June 16, 2022

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. All board members were present, there were 15 guests.

Also present: Fire Chief Dale Tucker

Supervisor Update: Dave gave update on the grass section by sidewalks in front of the Waters Motel, over time the area gets higher and should be cut down, this task didn't get completed last year. Quote to dig out grass, fill with landscape material and fill with rock is \$1520.00 labor plus cost of about \$450.00 for the stone. There was some discussion about the Road Commission right away, maybe they would take care of the problem?? Mary Brown recommends talking with motel owner to make sure they are ok with this change. Supervisor Matelski will check on that with Kirk Harrier. The stripping on 27 downtown area, was completed when Passenheim was done. Clean up is being done on the house with the big boat on 27, the current owner is doing this, new owner will finish once possession of the house is complete.

Additions to Agenda: Quote for tempered glass on office counter front; Al Blackburn wishes to address the board; added to agenda.

Dan Smith, Auditor gave report on the full township audit he just completed. Auditors' opinion is the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the Otsego Lake Township as of March 31, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Dan stated the Treasurer, Jerry Brown keeps very detailed and accurate records that helped this year.

Mary Brown reviewed the invoice for this year's audit, it increased \$600.00 for additional time for unrecorded revenues, along with other adjustments. We will need to amend the budget to increase audit GL to pay. Jerry Brown made a motion to pay the audit bill for \$6000.00, second by Gary Johnson. **MOTION CARRIED.** Motion made by Jerry Brown to amend the budget by \$500.00 for audit GL, second by Gary Johnson. **MOTION CARRIED.**

Meeting Minutes presented by Mary Brown for May 19, 2022. Ms. Pallarito pointed out two corrections, one in spelling and one in times she called in to cemetery meeting. Motion made by Gary Johnson to accept the May 19, 2022; Board Meeting minutes as corrected; second by Denise Pallarito; **MOTION CARRIED**

Township Bills were presented by Mary Brown with a total amount of \$57,206.65.

Motion made by Denise Pallarito to pay the township bills for \$28,207.51 for the General Fund; \$12,308.73 for the Fire Fund and \$16,690.41 for Trash Fund, seconded by Jerry Brown. **MOTION CARRIED.**

Mary Brown reminded everyone when using the township hall for any meetings please turn down the air conditioner, it was left on all night set at 64 degrees and the fan running!

Friends of Waters can start the Farmer's Market on June 24th, the turned in the required liability certificate.

The Health Department required water testing is due, they never received the contract that was due by February 15, 2022. The board agreed to send in with payment of \$380.00.

There was a park rental that was cancelled day of due to sickness, ok to reimburse.

MTA has options to pay additional for webinar packages, if we ever decide to include this, I have paid the annual dues bill.

Resolution #2022-0616-1 to Adopt Cemetery fees was read by Clerk; the only changes were increase for grave openings. Resolution was offered by Jerry Brown as presented, second by Gary Johnson. **ROLL CALL VOTE:** Johnson YES; Pallarito YES; Matelski YES; J Brown YES; M Brown YES; **RESOLUTION DECLARED ADOPTED** BY Supervisor Matelski.

Education Policy # 2022-0616-1 was presented by Mary Brown for review. There is an addition of board approval required for committee members to attend training. Motion made by Jerry Brown to approve policy as presented, second by Denise Pallarito. **MOTION CARRIED**

Ms. Brown presented an updated **Township Hall Lease Agreement**. We recently had issues after the hall was rented out, they left a large amount of garbage inside on stairs, beer bottles in all the garbage cans, frosting all over carpet and front porch, grape juice or something sprayed on walls, window, and blinds. It cost the township additional money to have cleaned up. The new lease agreement increases the cost to rent the hall to \$250.00 for everyone (no discounts) and adding a \$150.00 cleaning deposit that can be refunded AFTER hall is inspected, also increased key deposit amount to \$25.00, this is the actual cost of the key. The mentioned rental also never returned the key (Jerry in-activates keys) Mary Brown made a motion to adopt the lease agreement as presented; second by Gary Johnson. **MOTION CARRIED**

There is another BS&A training in August for \$150.00, it's different then the training the clerk & deputy clerk just completed, very detailed for Governmental Accounting Concepts. Clerk will advise.

Treasurer's Report presented by Jerry Brown.

Motion made by Denise Pallarito to accept the Treasurer's report for May 31, 2022, second by Gary Johnson. **MOTION CARRIED**

FIRE & EMS REPORT 27 Calls, 18 EMS, 9 Fire, 3 Missed Calls. Average enroute time of 5.83 minutes. Congratulations to Zach for passing his Firefighter 1 & 2 training! Erick and Bobby have to re-test for the written part. Mary asked Dale if she could swap meeting date for different Tuesday due to election August 2nd. Dale will switch dates to accommodate schedule conflict. Thank you chief!

CONSTABLE REPORT: MIKE COUTANT, all establishments were complying.

ORDINANCE ENFORCEMENT REPORT: MIKE COUTANT, no complaints to report.

NEW BUSINESS:

Al Blackburn stated how nice all the township is looking under Jeff's maintenance, he thanked him for doing a good job at the cemetery, park, and all township property. Al shared an article from Clare County about issues between a township board causing both the clerk and the treasurer to resign. That board just wasn't willing to work together. He thanked Mary Brown for the hard work for her time in the clerk position. He thinks the board should compensate her for her extra time spent. Al noted the snowmobile crossing on Passenheim, from trail head to Dodge Lake Rd will most likely have issues. Dave will check in to it. There were concerns expressed about the campground on Passenheim Rd, the health department says if it self-contained and under 20 sites it's ok. Al will give the information to Mike Coutant to follow

up with the county. Al also noted his concerns about the re-cycling location on Old State Rd, there is a lot of trash laying around and not getting cleaned up. The Otsego County Conservation District gets paid to take care of that.

OLD BUSINESS: Resolution #2022-0616-2 Freedom of Information Act Coordinator. Resolution read by Clerk, to appoint Denise Pallarito as FOIA Coordinator along with the detailed cost itemization. Resolution offered by Jerry Brown, second by Gary Johnson. **ROLL CALL VOTE:** M Brown YES, Matelski YES, Johnson YES, Pallarito Abstained, J Brown YES. **RESOLUTION DECLARED ADOPTED BY THE TOWNSHIP SUPERVISOR**

Public Comment on this issue by Ken Jensen, he asked questions about how the township will determine what a FOIA billable request or someone is just asking for a copy of something.

TRUSTEE REPORT:

1. Gary Johnson said the Bradford Lake pancake breakfast was a success, they are having their annual picnic the last Saturday in July at the park. Bradford Lake Association is in the process of renewing the special assessment for treating the weeds in the lake. It will require two public hears when they are ready to move forward. Gary's wife, Robin has helped organize a group of volunteers that will water the hanging baskets throughout the summer, every day. Gary explained that Susan Lavanway has offered to sell the water wagon with the battery and any leftover fertilizer to the township for \$300.00. Motion was made by Gary Johnson to purchase the wagon for \$300.00, second by Jerry Brown. **MOTIN CARRIED. Gary Johnson WILL BE THE CONTACT PERSON FOR FLOWER WATERING.** Jerry will post information on the website that volunteers are needed.
2. Denise Pallarito is going to work on a social media policy then will be able to create the social media sites. Hopefully local businesses will be able to link to the site. Little Bradford Lake is having issues with access, it was plotted in 1948. The property is in the right of way for the Road Commission, and they have done work there recently now and there is no place to access. (Legally there is no right to access) Denise gave provided information on Air B&B, explaining the difference between them and short-term rentals. She thinks it a good idea to have our planning committee investigate this issue. **PUBLIC COMMENT ON THIS ISSUE:** Ken Jensen suggested we get public input; he has found a big increase in wildlife coming back to that area of the lake. Rob Pallarito stated one difference is landlord makes better money with short term rentals then monthly rental, that's also causing issues in community for people trying to find housing.

PLANNING COMMISSION: Gary Johnson gave update on the use of Event Barns. ZBA is looking at this as it is becoming an issue due to noise. Corwith Twp is currently having some problems. Planning will stay informed as most likely will effect Otsego Lake Twp at some point.

PARK & RECREATION COMMITTEE Mike Coutant said the trail head project should happen yet this year, things are moving forward, the plans have been finalized and are being submitted by Quinn at Wade Trim to the DNR for final approval. Still need to get a number for how many tables and benches will be needed. The walking trail needs GPS mapping, the park committee is attempting to find a professional that does this. Mike gave an estimate for \$1,884.00 for patching parking lot at Lion's pavilion, striping basketball

court and parking lot. Motion by Mary Brown to approve the bid to make repairs, second by Gary Johnson.

MOTION CARRIED

The tree on south side at DAV park is dead, Dave will try to get a quote for a replacement.

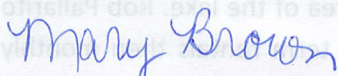
CEMETERY COMMITTEE Denise Pallarito gave some information on their June 8th meeting as no minutes were provided. They discussed placing a bench at the cemetery but could not agree as to the best location. Tabled for another date. Margaret Black has resigned from the cemetery committee as she will be moving from the area. The committee reviewed the new rules for the cemetery and are still working to finalize an ordinance.

There was a Resolution #2022-0616-3 to Dissolve the Cemetery Advisory Committee. The work that needs to be done or decided on can be done by the township board/clerk. One member has resigned, another is unable to do the flowers. PUBLIC COMMENT: Al Blackburn asked if the committee has been made aware of this? We haven't but will certainly notify them of our decision. Resolution was offered by Gary Johnson to dissolve cemetery advisory committee, second by Mary Brown. **ROLL CALL VOTE:** J Brown YES, D Pallarito YES, Matelski YES, Johnson YES, M Brown YES. **RESOLUTION DECLARED ADOPTED** by Otsego Lake Township Supervisor.

COUNTY COMMISSIONER Rob Pallarito provided information on the upcoming meeting about Camp Grayling wanting to expand their footprint which would expand past Old State Road into Michaywe', it would double the acreage. Hopefully Camp Grayling will follow the land use study that was done. He encourages the board and residents attempt to attend the meeting on June 22nd at 6:00 pm at Kirtland Campus in Grayling. The county will be interviewing two candidates for administrators position next week. The City Manager is working on the reimbursements for all first responders for the tornado. The air ambulance had 27 flights in May, very busy for them.

Motion by Mary Brown to adjourn at 9:38 p.m., second by Denise Pallarito; **MOTION CARRIED**

Respectfully submitted,



Mary Brown, Clerk

Approved by Township Board at meeting on July 21, 2022