

## OTSEGO LAKE TOWNSHIP BOARD

### MEETING MINUTES

May 19, 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 21 guests.

Also present: Fire Chief Dale Tucker

**Supervisor Update:** The City of Gaylord will be sweeping the streets in downtown Waters next Tuesday. Work on Passenheim starts this week, when completed the road re-striping will be done at the same time. Marlette Road will not start until late summer. Concerns expressed that it does not start too late in the fall so no damage to road like when last done. Dave attended the Road Commission meeting this morning where the 5-year plan was discussed. Dave wants to see the roads in Arbutus Highlands worked on, they are in real bad shape. Cemetery clean up is scheduled for May 26<sup>th</sup>. The house on 27 where the boat is at is being cleaned up, there is a new owner. Dave attended the MTA Educational Conference and found it very educational, learned a lot of good information.

Jerry Brown presented a bid to upgrade our phone system at the township hall. The monthly cost would be \$268.32 plus we still would need our internet. There is a one-time fee of \$87.35. Motion made by Gary Johnson to upgrade the phone system as presented, second by Denise Pallarito. **MOTION CARRIED.**

Motion made by Denise Pallarito to accept the **May 16, 2022;** Special Meeting minutes as presented; second by Jerry Brown; **MOTION CARRIED**

Motion made by Gary Johnson to accept the April 21, **2022;** Board Meeting minutes **as corrected;** second by Jerry Brown; **MOTION CARRIED**

**Additions to Agenda:** Prestation by Heather Bischoff from DBS (Dunn's Business Solutions) to lease a new copy machine. The current one is over 10 years old and is obsolete. We are unable to get parts to make repairs, recently repair was made with an old part from old machine. Bid to lease new copier for \$168.42 per month, this includes equipment and service. COST TO PURCHASE IS \$6,654.81 PLUS \$30.00 MONTHLY SERVICE FEE. Motion made by Jerry Brown to lease new copier machine FOR 63 MONTHS \$168.42 PER MONTH; second by Gary Johnson. **MOTION CARRIED**

**Township Bills** were presented by Mary Brown with a total amount of \$84,859.23.

Motion made by Denise Pallarito to pay the township bills for \$52,569.48 for the General Fund; \$15,599.34 for the Fire Fund and \$16,690.41 for Trash Fund, seconded by Gary Johnson. **MOTION CARRIED.**

Mary Brown noted we received the annual bill for \$7,571.00 for our zoning contract with Otsego County, ok to pay as due next week.

Mary Brown brought up our need to appoint a coordinator to handle FOIA requests, she is willing to do this. Denise Pallarito expressed her desire to take on this position. Randy Stults suggested we come up with compensation for this position before moving forward. All agreed to postpone until the June 16<sup>th</sup> board meeting.

Mary introduced Patricia Kaiser as her new **Deputy Clerk**, appointed on May 17, 2022, welcome Pat!

**APPROVED**

BY: Board DATE: 6-16-22

**Treasurer's Report** presented by Jerry Brown.

Motion made by Gary Johnson to accept the Treasurer's report for April 30, 2022, second by Denise Pallarito. **MOTION CARRIED**

Jerry Brown requested we approve investing with Michigan Class per the special meeting presentation on May 16, 2022. Denise Pallarito made a motion to allow Jerry to invest with Michigan Class, second by Gary Johnson. **MOTION CARRIED**

Reviewed the roles and functions of Cemetery, Park, and Planning Committees for entire board to understand their roles.

**FIRE & EMS REPORT** 22 Calls, 18 EMS, 4 Fire, 3 Missed Calls. Average enroute time of 5.47 minutes. Three of the fire department members have completed firefighter class. They took their written tests Thursday, May 12<sup>th</sup>. Practical testing done Saturday May 14<sup>th</sup>. Will update board on results once they are posted. Tuesday, May 10<sup>th</sup> we went to the airport to meet the pilots and crew of the forest fire planes. They would be called out federally, not locally.

**CONSTABLE REPORT:** MIKE COUTANT, all establishments were complying.

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

**NEW BUSINESS:**

**TRUSTEE REPORT:**

1. Gary Johnson reported there is a movement to make Little Bradford Lake a private lake. Gary would recommend that once the trailhead project is completed the township should put a nice sign up. There is a ribbon cutting ceremony at Great Lakes electric charging station. Bradford Lake Association is having a pancake breakfast at the township hall on Saturday, May 28<sup>th</sup> at 10:00a.m. Once the DNR approves the plans for the Trail Head, the construction can start.
2. Denise Pallarito has found a grant program that could be used for an electronics recycling program, it requires a grant match, but it could be in-kind. The deadline is July 2<sup>nd</sup>, Denise will present information at our next board meeting. Denise expressed interest in taking care of the township's social media, she is very good with Facebook, Instagram, and Twitter. This is a good way to get information out to the public. Our social media policy will need to be updated to include these.

**PLANNING COMMISSION:** No meeting

**PARK & RECREATION COMMITTEE** No meeting (Mary gave park committee application for Lynette Lattahan to Mike Coutant. Mike Coutant did explain the issues with our slide. Damage where slide meets, sun is also causing issues.

**CEMETERY COMMITTEE** No one to give a report, Denise Pallarito tried to call chairperson two times and they would not answer her call.

**COUNTY COMMISSIONER** Rob Pallarito REPORTED Camp Graying is proposing to double their footprint which would expand past Old State Road into Michaywe', it would double the acreage. There will be public comment for this. \$100,000.00 First Responder grant was awarded to Otsego County to be used for

education, advertising, signing bonus for first responders, deputies, and corrections officers. The Council for Arts was awarded \$15,000.00 from Consumer's Energy for taking second place for "Art in the Alley"! Rob is on a sub-committee as chairperson to replace the administrator's position, it will be posted Friday.

**NEW BUSINESS** - Jeff Schermerhorn requested permission to purchase new garbage can inserts. Motion by Mary Brown to allow purchase, second by Gary Johnson. **MOTION CARRIED**

**PUBLIC COMMENT** – Mary Brown has a form that anyone interested in being write in candidate on August 2<sup>nd</sup> can fill it out and turn in to clerk before deadline of July 22<sup>nd</sup> at 4:00p.m. Ken Jensen said thank you to Kirk Harrier at the Road Commission for the good work they are doing on Passenheim Rd. He also presented information from "Sunshine Over Waters" about how the township board and our community can work together. He made numerous recommendations on how the board should operate.

Art Atkinson, Bradford Lake resident is speaking on behalf of President Art Smith. They would urge the township board renew the special assessment for Bradford Lake for another 10 years. Jerry Brown and Gary Johnson have been talking with our township attorney about this issue.

Motion by Mary Brown to adjourn at 8:40 p.m., second by Gary Johnson; **MOTION CARRIED**

Respectfully submitted,



Mary Brown, Clerk