APPROVED MEETING MINUTES

March 19, 2026

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Clerk Mary Brown. There were 6 guests.

Jerry Brown made a motion to appoint Mary Brown to moderate the meeting in the absence of the Supervisor; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote

Also present: Fire Chief Tony Rooker; Deputy Supervisor Randy Stults.
Roll call: Board Members Present: J Bergel; M Brown; D Pallarito; J Brown

Board Members Absent: D Matelski

Conflicts of Interest: None

Additions to Agenda: Cemetery fee schedule for 2026

Approval of Agenda: Jerry Brown made a motion to approve the agenda, second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Heart Lake SA: John Langsdorf: John reports a total of 57 petitions have been turned in with 70% in favor of the SA. The next steps were explained by Deputy Supervisor Stults, he should be able to start reviewing the information next week.

Supervisor's Report: Deputy Supervisor Stults gave update. 2026 Board of Review met last week and wrapped up yesterday with a total of 17 petitions.

Minutes: Presented by Mary Brown for February 19, 2026 Regular Meeting Minutes and Special Meeting Minutes. A motion was made by Jerry Brown to approve the regular and special meeting minutes; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Clerk's Report: Presented by Mary Brown**:** Township Bills for the period February 20, 2026 to March 19, 2026; with a total of $64,723.34. Motion made by Denise Pallarito to pay the township bills with a total as presented; seconded by Jeff Bergel. **MOTION CARRIED** by unanimous vote.
Clerk Brown requested approval to pay 3 additional invoices. Mary Brown made a motion to pay Bound Tree for $428.93 for EMS supplies; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. Denise Pallarito made a motion to pay Bound Tree $342.35 for EMS supplies; second by Mary Brown. **MOTION CARRIED** by unanimous vote. Mary Brown made a motion to pay Image Factory $23.00 for BOR name plate; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.
Early Voting Postcards have been printed with the new polling location and will be mailed out in the first week in April to all township households. There is a May 5th Election for Crawford Schools that I

consolidated with Frederic Township, voting will be at their hall. I will hold mandatory hours in this hall on Saturday, May 2nd 8:00 am to 4:00 pm and May 5th from 7:00 am to 8:00 pm. The balance owed to the Township by Bradford Lake SA is $1,802.00, I made a payment to the township from BLSA in the amount of $1,000.00, balance now is $802.00.

Policy #2026-1 To Eliminate the Fire Department Liaison: Clerk gave background information on how this position came to be in the 1980's. Denise Palalrtio made a motion to eliminate the FD Liaison position; second by Jeff Bergel.
Rollcall Vote: Matelski: Absent; J Brown: No; Bergel: Yes; Pallarito: Yes; M Brown: No.
Motion defeated, would have to be represented in the future.

Resolution #2026-1 To Establish Pay: Resolution presented by the Clerk. Motion made by Jeff Bergel to approve resolution as presented; second by Mary Brown.
Rollcall vote: Matelski: Absent; J Brown: Yes; Bergel: Yes; Pallarito: Yes; M Brown: Yes
Resolution declared adopted.

Resolution #2026-2 To Establish Township Salary: Resolution presented by the Clerk with annual salaries as follows: **Supervisor** $26,423.65; Motion made by Denise Pallarito to approve salary; second by Jeff Bergel. **Rollcall Vote**: Matelski: Absent; J Brown: Yes; Pallarito: Yes; M Brown: Yes; Bergel: Yes **Resolution declared adopted**. **Treasurer** $39,179.51; Motion made by Denise Pallarito to approve salary; second by Jeff Bergel. **Rollcall Vote**: Bergel: Yes; M Brown: Yes; Matelski: Absent; Pallarito: Yes; J Brown: Yes. **Resolution declared adopted**. **Clerk** $43,097.46; Motion made by Denise Pallarito to approve salary; second by Jeff Bergel. **Rollcall Vote**: Pallarito: Yes; Matelski: Absent; Bergel: Yes; J Brown: Yes; M Brown: Yes. **Resolution declared adopted**. Trustee (2) $5,335.91 (each). Motion made by Mary Brown to approve salary; second by Jerry Brown. **Rollcall Vote**: M Brown: Yes; Bergel: Yes; J Brown: Yes; Matelski: Absent; Pallarito: Yes. **Resolution declared adopted**.

Resolution #2026-3 Fee Schedule: Clerk presented fee information including cemetery pricing. Mary Brown made a motion to approve resolution as presented; second by Denise Pallarito.
Rollcall Vote: M Brown: Yes; Pallarito: Yes; J Brown: Yes; Bergel: Yes; Matelski: Absent
Resolution declared adopted.

Resolution #2026-4 General Appropriations Act to Adopt Budget: Resolution presented in full by Clerk Brown to adopt fiscal year April 1, 2026 to March 31, 2027 budget by cost center. Motion made by Denise Pallarito to approve resolution as presented; second by Jerry Brown. **Rollcall Vote**: Matelski: Absent; J Brown: Yes; Pallarito: Yes; M Brown: Yes; Bergel: Yes. **Resolution declared adopted**.

Fire Chief's Contract: Mary Brown made a motion to approve the one-year contract for Fire Chief Rooker from April 1, 2026 to March 31, 2027; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Assistant Assessor's Contract: Mary Brown made a motion to approve the one-year contract for Teri Witulski from April 1, 2026 to March 31, 2027, contingent on her providing proper required insurance; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Township Maintenance Contract: Johnston's Landscaping LLC presented two contracts, one for 26/27 and one for 27/28. Reviewed the 26/27 increases for entire contract. Mary Brown made a motion to approve the **one-year contract for 26/27** and address the second-year contract at our next meeting when Supervisor Matelski is here; second by Jerry Brown; 3 yes (J Brown, M Brown & Bergel) 1 no (Pallarito) Matelski is absent. **MOTION CARRIED**

Township and Fire Department Cleaning Contract: RaeRay's Professional Cleaning has provided bids to continue cleaning both halls with the same prices we are currently paying. Denise Pallarito made a motion to approve the quote from current cleaner as presented; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. During discussion it was determined the quote needs to have the contract terms for dates in them and the $30.00 fee not charged for the inner offices listed on bid like current one. Pallarito made a motion to amend motion to include contract dates and discount amount; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

Update on Ad-Hoc Committee: No meeting

FEMA: No update

Treasurer's Report presented by Jerry Brown**.** Motion made by Denise Pallarito to accept the Treasurer's report for February 28, 2026; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Correspondence: Waters Farmer's Market: Denise Matteini let us know she did not win the prize for the contest she entered for the Farmer's Market; Thunder Bay Tree Service gave information on upcoming work to be done for Great Lakes Energy. Al Blackburn said that the railroad tracks on Mancelona Rd near 27 are being considered for repairs by the Road Commission. Trailside Creamery is not going to open this summer; Mike and Robing are leaving the area. The effort they put into their business was very much appreciated in our community; they will be missed. Denise Pallarito mentioned a person contacting her and is very upset about the condition of our streetlights.

FIRE & EMS REPORT: The Fire Chief gave his report: A total of 28 calls, 10 missed EMS calls, no missed fire calls. 0 Mutual Aid calls. Training will be on truck and pump training and wildland training, pipeline dinner at the Eagles Hall on March 24th for gas line training and mandatory CPR training on March 31st. Zach Kusterer is the new EMS Captain; Bill Miller will remain Captain. Chief requested purchase of a new AED to replace the one that failed, price of $2081.95. Denise Pallarito made a motion to purchase and pay for the AED; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Board Approval of new FD Members: Jeff Blanzy would like to re-join the fire department. Jerry Brown made a motion to re-hire Jeff Blanzy; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

TRUSTEES REPORT:
Denise Pallarito/Planning Commission:

The Master Plan Draft is out for the 63-day review period for stake holders; we will have Public Hearing at the June 4th Planning Committee meeting. Update provided on current bills at the House.

Jeff Bergel:

Received invitation for the Community Counsel Meeting April 22nd regarding the drones/Camp Grayling. He is not going to be home and hopes another board member can attend.

Iron Belle Trail Update: Christine was excused, waiting for Will to finish the DNR specs and submit the bid. The DNR is trying to wrap up the older grants so we are hoping ours will be also. The lighting and well are now under review, should hear soon.

Old Business: None

New Business: None

Public Comment on non-agenda items: None

Board Comments: None

Meeting adjourn meeting at 8:41 p.m.

Respectfully submitted,

Mary Brown, Clerk

Approved at Board Meeting on April 16, 2026