OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

April 17, 2025

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. There were 11 guests present.

Also present: Fire Chief Jeff Schermerhorn, Deputy Supervisor Randy Stults

Roll call: Board Members Present: D Matelski; M Brown; D Pallarito; J Brown

Board Members Absent: J Bergel

Conflicts of Interest: None

Additions to Agenda: Ice Storm Expenses & Fire Truck Financing; include with Clerk's report; Bradford Lake Special Assessment.

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

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Supervisor's Report: Update provided on cemetery wood debris removal and trash calls

Meeting Minutes Presented by Mary Brown for March 20th regular meeting minutes and April 5th Special Meeting Minutes for generator purchase. A motion was made by Denise Pallarito to approve the meeting minutes as presented; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

Clerk's Report: Presented by Mary Brown: Township Bills for the period March 21, 2025, to April 17, 2025; with a total of $45,506.07. Motion made by Denise Pallarito to pay the township bills with a total as presented; seconded by Jerry Brown. **MOTION CARRIED** by unanimous vote.
Motion made by Mary Brown to allow the Clerk & Supervisor to work with Bond Attorney Pat McGow from Miller Canfield Law Firm to handle the financing options for the new fire truck, the total cost will be between $2,500.00 to $3,000.00. Paul Slough recommended him; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. I received a letter today from Treasury stating the 2021 annual tax report was not filed by previous Clerk. Clerk Brown filed it today. Motion made by Mary Brown to allow 5 Planning Commission members to attend the MTA Planning & Zoning class on May 21st at Otsego Club for $100.00 each; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote. All classes should be requested by the committee chair and sent to the Clerk to register them for any training.

Treasurer's Report presented by Jerry Brown. Motion made by Denise Pallarito to accept the Treasurer's report for March 31, 2025; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

Correspondence: Letter from Treasury

☑ APPROVED

FIRE & EMS REPORT: The Fire Chief gave his report. The fire department is in need of two new chain saws, they will apply for DNR grant to purchase. The maintenance is needed on the generator at the fire hall; the well needs to be hooked up to generator. The chief said there was an issue during the ice storm trying to purchase fuel and he would like to explore other options. Denise Pallarito made a motion to allow the Clerk & Treasurer to research and obtain a new fuel card that will be a better option for the fire department; second by Mary Brown. **MOTION CARRIED** by unanimous vote. Fire Safety USA quoted $7068.75 to purchase new helmets to replace the current ones that are expiring, we need to prepay to order. Motion made by Mary Brown to allow the pre-payment to order the helmets; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Approval of New Members: Mary Brown made a motion to approve the hiring of Kayla Kusterer on the fire department; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote

Bradford Lake SA: Mary Brown made a motion to allow the signing of the Aquatic Nuisance authorization statement documents, by the Supervisor; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote. Mary Brown made a motion to pay the 2025 base survey fee of $3,865.00 that is required to get the EGLE permit, and the fee of $250.00 for the permit: second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

TRUSTEES REPORT:

Denise Pallarito:

PLANNING COMMISSION:

Denise Pallarito made a motion to allow her & Mary to update the policies for the township and update the cemetery ordinance; second by Mary Brown. **MOTION CARRIED** by unanimous vote. The Planning Commission had a good meeting and encouraged everyone to fill out the survey for the master plan.

Jeff Bergel:

PARK & RECREATION COMMITTEE:

New Business: None

Old Business: Cleaning of the township hall, Mary Brown would like to clean the hall for $100.00 per time, twice a month, which is what we had been paying, instead of the $190.00 per time bid we received, or the reduced bid of $150.00 that doesn't include the offices. Denise Pallarito made a motion to post it on the website to try to get bids, Dave will see if the bid can be lowered from the $190.00; second by Mary Brown. **MOTION CARRIED** by unanimous vote. Denise Pallarito made a motion to allow Mary to continue cleaning until we find someone, 2 times per month; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Public Comment on non-agenda items: None

Board Comments: Made by 3 board members

Meeting adjourn meeting at 8:22 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk