OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

March 20, 2025

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

Also present: Fire Chief Jeff Schermerhorn, Deputy Clerk Pat Kaiser, Deputy Supervisor Randy Stults, Matt Barresi, Otsego County Administrator and Paul Slough, Township Attorney

Motion made by Jerry Brown to appoint Mary Brown as meeting moderator; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

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: New trash contract discussion requested by J Bergel

Approval of Agenda: Denise Pallarito made a motion to approve the agenda with the addition, second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Guthrie Lakes Association: No representative present

Supervisor's Report: None

Budget Approval: General Appropriations Act Resolution #2025-5 to adopt budget for fiscal year April 1, 2025 to March 31, 2026 read by Clerk. Motion made by Jerry Brown to adopt Resolution 2025-5 by cost center as presented; second by Jeff Bergel. **Resolution adopted** by unanimous vote.

Resolution 2025-2 To Establish Pay read by Clerk. Motion made by Jerry Brown, second by Jeff Bergel. **Resolution adopted** by unanimous vote.

Resolution 2025-3 to Establish Township Salary read by Clerk for all board elected positions
Supervisor: Motion made by Jerry Brown to adopt Supervisor salary; second by Jeff Bergel.
Resolution adopted by unanimous vote
Treasurer: Motion made by Denise Pallarito to adopt Treasurer salary; second by Jeff Bergel.
Resolution adopted by unanimous vote
Clerk: Motion made by Denise Pallarito to adopt Clerk salary; second by Jeff Bergel.
Resolution adopted by unanimous vote
Trustee (2): Motion made by Mary Brown to adopt Trustee salary; second by Jerry Brown.

☑ APPROVED

Resolution adopted by unanimous vote

Resolution 2025-4 Fee Schedule read by Clerk for Township Fees.
Motion made by Mary Brown to adopt fees; second by Denise Pallarito.
Resolution adopted by unanimous vote

Meeting Minutes Presented by Mary Brown for February 20th regular meeting minutes and February 20th Special Meeting Minutes for Budget Workshop #2. A motion was made by Jerry Brown to approve the meeting minutes as presented; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Clerk's Report: Presented by Mary Brown: Township Bills for the period February 21, 2025, to March 20, 2025; with a total of $138,603.86. Motion made by Denise Pallarito to pay the township bills with a total as presented; seconded by Mary Brown. **MOTION CARRIED** by unanimous vote.
Motion made by Mary Brown to pay the invoice for Otsego County Historical Society for $500.00; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.
Motion made by Mary Brown to pay the invoice for Workers' Compensation Fund for $1,000.00; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.
The clerk requested to attend the cemetery conference in Traverse City in August. Motion made by Denise Pallarito to allow; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

DTE will be drilling this summer to replace parts on the north side of DAV, probably in July.

Cleaning Bids: The Supervisor received bids to clean the fire hall, vault toilets and the township hall.
Denise Pallarito made a motion to have RaeRay's Professional Cleaning take care of the fire hall and vault toilets as presented; second by Mary Brown. **MOTION CARRIED** by unanimous vote.
After discussion Denise Pallarito suggested we set aside the bid for township hall until Dave can try to get more bids, Clerk will clean the township hall until we find someone. Fire Chief wants to do walk through with cleaning person before she starts at fire hall.

Treasurer's Report presented by Jerry Brown. Motion made by Denise Pallarito to accept the Treasurer's report for February 28, 2025; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Correspondence: The clerk gave all board members the Otsego County Township Officers Association minutes for February 18, 2025 meeting.

FIRE & EMS REPORT: The Fire Chief gave his report. Yearly fit testing has been done; yearly SCBA testing has been done. The new fire truck is on schedule and is painted, Chief Schermerhorn will be going down to inspect it in a week or so. The contract for mutual aid with the DNR needs to be signed and returned. Mary Brown made a motion to approve the contract; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote. A quote was requested from Dinges Fire, they sent the order without approval. Mary Brown made a motion to approve the invoice for $1,377.50 for fire gloves and nomax hoods; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. Additional repairs are needed on 525 for front end

parts. Mary Brown made a motion to have the additional repairs done for a total of $4,310.95 ($1,113.00 already approved); seconded by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Chief Schermerhorn reported that 2 valves froze and broken on 503, he has done the repairs.

Approval of New Members: None

TRUSTEES REPORT:

Denise Pallarito:
PLANNING COMMISSION:
Denise reported the survey is now live and is on our website.

Jeff Bergel:
PARK & RECREATION COMMITTEE:
The trail head extension was approved and the downsized project to complete it was approved. Quotes for fencing at the trail head and pickle ball court near the Memorial Pavilion were provided.

New Business: The Township Hall will be closed March 31st through April 3rd while we attend MTA Conference.

Old Business: The clerk gave update on the new trash pickup

Public Comment on non-agenda items: None

Board Comments: None

Meeting adjourn meeting at 8:28 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

Minutes approved at Board Meeting on April 17, 2025