Otsego Lake Township Special Meeting

APPROVED SPECIAL MEETING MINUTES

Otsego Lake Township Hall

October 30, 2025

The Special Meeting was called to order with the Pledge of Allegiance by Supervisor Matelski at 6:00 p.m.

Members present: D Matelski; M Brown; J Brown (arrived at 6:07 pm); D Pallarito; Bergel

Members Absent:

Also present: Deputy Supervisor Randy Stults and Sheri Rivest, Airport Manager

Guests: 6

Public Comment on Agenda Items: None

Fire Chief's Resignation: Chief Jeff Schermerhorn has turned in his resignation as chief effective October 31, 2025. Denise Pallarito made a motion to accept his **r**esignation**;** second by Mary Brown**. MOTION CARRIED** by unanimous vote. Deputy Chief Tony Rooker will run things in the interim. Moving forward the board will advertise the position and put it on township website and MI Works. Denise Pallarito made a motion to have the Supervisor, Deputy Supervisor and Clerk work together to establish timeline for the hiring process and consult with the township's attorney and provide an update at our November meeting; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. Denise Pallarito made a motion to assign Randy Stults, Deputy Supervisor, to assist Supervisor Matelski in the transition with additional fees; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Invoices for Apple Constructions: Invoice #2025 for $1,200.00 for additional fencing at the park was presented for payment. Denise Pallarito made a motion to pay the invoice; second by Mary Brown. **MOTION CARRIED** by unanimous vote. Invoice #3080 for $5,600.00 for balance on fence at park was presented for payment. Mary Brown made a motion to pay the invoice; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Website Update for ADA Compliance: The website is required to comply with new ADA accessibility requirements that go into effect April 26, 2027. Mary Brown made a motion to allow STG to start with the required work to comply; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Turn out gear for FD: There is a need to replace expired turn out gear at the fire department. We did budget for this expense. The price quoted is $3,641.00 per set. Five sets would cost

$18,205.00. Denise Pallarito made a motion to purchase the 5 sets of turn out gear up to $20,000.00: second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Public Comment: None

Board Comment: Denise gave update on future (next year) grant money that will allow the purchase of gear and equipment for the fire department. Denise will contact our Senator to see if we can get approval from the DNR on the fence for the Iron Belle Trail.

Meeting adjourned at 6:17 p.m.

Respectfully Submitted,

Mary Brown, Clerk

Minutes approved at Board Meeting November 20, 2025