OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

May 16, 2024

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

Also present: Parliamentarian Randy Stults, Constable Mike Coutant and Fire Chief Jeff Schermerhorn.

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

Board Members Absent:

Conflicts of Interest: None

Additions to Agenda: None

Supervisor's Report: Matelski gave update on Otsego Lake drain, he attended meeting today where it was mentioned that there were special assessment issues dating back to the 70's on handling procedures; a couple of garbage and zoning complaints were addressed, the motor home is now gone from the house on 27 (boat house).

Meeting Minutes presented by Mary Brown for April 18, 2024, regular meeting minutes and special meeting minutes from May 6, 2024. A motion was made by Jerry Brown to accept meeting minutes as presented: second by Jeff Bergel. All ayes. **MOTION CARRIED**.

Clerk's Report: Presented by Mary Brown: Township Bills for the period April 19, 2024, to May 16, 2024, with a total amount of $105,321.25. Motion made by Jerry Brown to pay the township bills in the amount of $105,321.25; with total of $78,086.25 from the General Fund; $10,453.51 for the Fire Fund and $16,781.49 for Trash Fund, seconded by Jeff Bergel. All ayes: **MOTION CARRIED**. M Brown talked to Denise Matteine to verify they are having the Farmer's Market this year and the are starting June 28th held on Friday's. M Brown made a motion to approve the Farmer's Market to be held on township property at corner of 27/Passenheim; second by Pallarito. All ayes. **MOTION CARRIED**. M Brown gave an update on training both her and Pat are required to take for elections, also an MTA class they will be attending in June. M Brown recommended the other board members consider the free training webinars provided by Treasury, very good information, also reviewed upcoming MTA training. Dave will be picking up the hanging baskets tomorrow and will put them up soon, the volunteers to water baskets don't start until June 1st so we need to figure out who can do it for 2 weeks. Dave will keep them at his shop until they are hung up. Joan will be gone on May 28th. M Brown made a motion allowing Pat Kaiser to work as office assistant that day, second by J Brown. All ayes. **MOTION CARRIED**. We received a quote from Northwood Plumbing to replace our water softener for up to $3,000.00, we did put in our budget. J Brown made a motion to replace the water softener for up to $3,000.00, second by M Brown. All ayes. **MOTION CARRIED**. M Brown made a motion to wave the park rental fee again this year for the Veterans Affair picnic on August 2nd; second by J Brown. All ayes. **MOTION CARRIED**. We received annual invoice for $7,571.00 for Planning & Zoning contract. Motion was made by Pallarito to pay the invoice, second by M Brown. All ayes. **MOTION CARRIED**. M Brown requested Special Meeting to approve AV Counting Board for August 6th election. Scheduled for June 4th at 9:30 am.

APPROVED

BY: Board DATE: 6-27-24

Treasurer's Report presented by Treasurer Brown. Motion made by Denise Pallarito to accept the Treasurer's report for April 30, 2024; second by Mary Brown. All ayes: **MOTION CARRIED**

FIRE & EMS REPORT: 22 Total calls; 12 EMS, 10 Fire, 0 Missed Calls. The Fire Chief gave his report. Chief Schermerhorn advised that 514 is scheduled for repairs (approved in this budget) for May 20th; 503 will need repairs to the pump, the members will buy the parts and do the repairs; good luck to Brian Jessick on his FF1/FF2 finals this weekend. The training this month is open water rescue with Station 8 on May 21st, hose lays/EMS on May 28th, the members had training at the airport on May 10th, they set the record for amount of propane burnt for this training in the COUNRTY! It was very good training.

CONSTABLE REPORT: Mike Coutant said all establishments checked out. Mike gave an update on the gravity rail and slide at park. The equipment company recently met at our park, they are willing to make it right by offering to make a repair to the rail or take it out and provide two handicap swings at no charge and will install them free of charge. The company will put it in writing so we can decide. Jeff Schermerhorn stated his insurance does not allow him to remove/replace the supports for the slide at the park. Mike will find out if the equipment company can swap out.

PUBLIC COMMENT: Kevin Hesselink, candidate for Probate Judge gave a presentation with his credentials and why he is seeking the position of Judge.

NEW BUSINESS: Clerk Brown asked if it was alright to get a quote to powder coat the two benches and trash cans in front of Waters Inn and Trailside? The board agreed, Clerk Brown will contact Totten's and compare price to replacing with new.

OLD BUSINESS: Clerk Brown will provide an updated fee schedule to include Sexton covering cremains burials as required at our cemetery. It has never been an issue until now, she has to witness/verify cremains burial Saturday.

T-Mobile Presentation: No representative showed up.

Al Blackburn: Cemetery; Mr. Blackburn gave a presentation on the Otsego Lake Township Cemetery's recent expansion with the intention of having several questions answered by the board. After asking several questions of both Supervisor Matelski and Trustee Pallarito and getting no answers from the Supervisor he was then told by Supervisor Matelski that he was out of order, and he was not answering his questions. Treasurer Brown and Clerk Brown also tried to ask questions and were told they could not ask questions. Mr. Blackburn asked the Parliamentarian if he was allowed to ask questions and was told no.

Maintenance Contract Extension: Northern Property Care is the current contracted maintenance company for the township. The contract was up for renewal on April 1, 2024, the board extended it until summer. (Clerk Brown had talked to the Supervisor about the current budget for maintenance suggesting we extend the current contract for the allowed 1 year until April 1, 2025, to include any price increases in next budget.) An extension was presented, and Parliamentarian Stults made additions to include with more definition. Jeff Schermerhorn asked to be paid for the additional work at Fire Department North building and the trail head lot. He also stated he has been taking care of the two vault toilets at the park since having the maintenance contract and has never asked to be paid extra for cleaning and they are not part of his contract. After much discussion Trustee Pallarito made a motion to amend the current

contract for DBA Northern Property Care to clean the vault toilets at a minimum of twice per week at $25.00 per toilet per time, and extra cleanings as needed at the rate of $25.00 per toilet per time, during the season the park is open. Additionally, the mowing of the trail head and Fire Department North building shall be $50.00 per time per unit as needed during the season (subject to formatting).

Second by M Brown. All ayes. **MOTION CARRIED.** M Brown made a motion to extend the existing maintenance contract until April 1, 2025, as amended; second by J Brown. All ayes. **MOTION CARRIED.**

TRUSTEE REPORT:

Denise Pallarito: Trustee Pallarito will be attending a Prosperity Summit; she met with Supervisor and Road Commission about Sandy St, a tree was removed that solved the issue; also, about the dirt mounds next to sidewalk in front of Waters Inn. They were removed by the Road Commission. Trustee Pallarito also requested she be the contact for finding a partner for the lack of broadband in our underserved community so the BEAD grant money can be used. J Brown made a motion to allow Pallarito to pursue this; second by Bergel. All ayes. **MOTION CARRIED**.

PLANNING COMMISSION: The planning commission had no meeting this month.

PARK & RECREATION COMMITTEE: **Jeff Bergel**: There was a park meeting where the opening of the trail head parking lot was discussed. The Park Committee members all agreed it would be good to open for use. M Brown expressed concerns about not having signs there before opening indicating its use, so the people don't think it is bar parking. Supervisor Matelski is looking into proper signage. Trustee Bergel also talked about the lack of lighting and the need for a fence at the property line. Clerk Brown suggested first finding out what was approved in the grant application, we do not want to jeopardize the grant monies for the trail head. Supervisor Matelski will contact Christine tomorrow.

Meeting adjourn meeting at 8:28 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

Minutes approved at Board Meeting June 27, 2024