OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

October 16, 2025

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

Also present: Fire Chief Jeff Schermerhorn, Deputy Supervisor Randy Stults
Roll call: Board Members Present: D Matelski; J Bergel; M Brown; D Pallarito; J Brown

Board Members Absent:

Conflicts of Interest: None

Additions to Agenda:

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

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Quote for wall at FD North: A quote from Shamrock Construction received for $1,125.00 to construct a wall at the Fire Department north building. Denise Pallarito made a motion to accept the quote as presented and pay half of the amount; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Quote for additional fence at Park: There was a misunderstanding about where the new fence at the park was to be placed. It ended up starting near the ball field. A quote for an additional $1,200.00 from Apple Constructions was provided to complete an additional 100' of fence. Mary Brown made a motion to approve the quote as presented; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

Supervisor's Report: Supervisor Matelski gave update on the park; 4 wooden picnic tables were stolen. Next spring we may buy metal ones and chain them to posts. It would like to purchase soccer nets for Memorial Park; there's a nice flat spot already there. The parks are all shut down for the season.

Meeting Minutes: Presented by Mary Brown for September 18, 2025 Regular Meeting minutes and Special Meeting minutes (including closed session minutes on 9/25) for September 23rd and 25th. A motion was made by Denise Pallarito to approve all the meeting minutes as presented; second by Mary Brown. **MOTION CARRIED** by unanimous vote. Election Commission Meeting minutes for October 9, 2025: Jerry Brown made a motion to approve minutes as presented; second by Dave Matelski. **MOTION CARRIED** by unanimous vote.

Clerk's Report: Presented by Mary Brown**:** Township Bills for the period September 19, 2025, to October 16, 2025; with a total of $90,106.50. Motion made by Jerry Brown to pay the township bills with a total

as presented; seconded by Jeff Bergel. **MOTION CARRIED** by unanimous vote. Additional bills were received after report done totaling $5,365,97. Denise Pallarito made a motion to pay additional bills as presented; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. FYI: revenue sharing is decreasing; this will affect this fiscal year and our next. We will lose about $7,688.00. It will require a budget amendment most likely.

Training and employee reviews: All employees need reviews per Clerk retreat information learned recently. We will schedule them along with training for Deven and Al (officers also) for properly preparing minutes and record retention.

Update on Ad-Hoc Committee: Mary is a member with other township officials to work on the zoning contract/enforcement issues. Our next meeting will include county zoning and county administration representative. Randy S recommended there is ~~no~~ ***(corrected) A POTENTIAL FOR A*** conflict of interest with one of the members also being on the county zoning.

FEMA: Mary has a 10am appointment tomorrow with FEMA rep.

Treasurer's Report presented by Jerry Brown**.** Motion made by Denise Pallarito to accept the Treasurer's report for September 30, 2025; second by Mary Brown. **MOTION CARRIED** by unanimous vote.
Jerry & Joan attended the Treasurer's Retreat recently; it was a very good retreat with a lot of information.

Correspondence: There will be an open house on November 5th for the Otsego Housing task force.

FIRE & EMS REPORT: The Fire Chief gave his report: A total of 28 calls, with 4 missed calls. It was requested that the report include how many mutual aid calls were responded to. Chief and Deven provided additional information on the truck maintenance program with JX Truck Center.

Board Approval of new FD Members: No new members

TRUSTEES REPORT:
Denise Pallarito:
Trustee Pallarito will be attending the Trustees Retreat soon and she attended the annual NEMCOG meeting.
Planning Commission:
Denise did not attend the Planning meeting. A report on the NEMCOG traffic study was provided. The study was done September 17th through 23rd. The traffic study will be done again during the Fourth of July. A very detailed, interesting report was provided.

Jeff Bergel:
Michaywe' roads are getting the potholes filled. Jeff has been driving on the roads per the paser report.

Iron Belle Trail Update: Christine Boyak-Wohlfeil was unable to attend but gave update to Clerk. Christine received a proposed bid from Siwecki Builders; it came in at $104,575.75. If the board wants to move forward, Quinn will put it back out for bids. Denise Pallarito made a motion to move forward with the project to get it put out for bids; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Old Business: None

New Business: None

Public Comment on non-agenda items: None

Board Comments: Denise, Jerry & Mary made board comments

Meeting adjourn meeting at 8:11 p.m.

Respectfully submitted,

Mary Brown, Clerk
Minutes approved as corrected at Board Meeting November 20, 2025