OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

March 21, 2024

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

Also present: Fire Chief Jeff Schermerhorn.

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

Board Members Absent: D Matelski

Conflicts of Interest: None

Additions to Agenda: Township fee schedule

Deputy Supervisor's Report: The Road Commission has awarded both contracts to Payne & Dolan to do roads we contracted for in Abrutus Highlands and Michaywe'.

Meeting Minutes Presented by Mary Brown for February 15, 2024, regular meeting minutes and special meeting minutes. A motion was made by Jerry Brown to accept meeting minutes as presented for both minutes for February 15th: second by Jeff Bergel. All ayes. **MOTION CARRIED**.

Clerk's Report: Presented by Mary Brown: Township Bills for the period February 16, 2024, to March 21, 2024, with a total amount of $106,752.24. Motion made by Denise Pallarito to pay the township bills as presented; with total of $49,994.55 from the General Fund; $40,067.28 for the Fire Fund and $16,690.41 for Trash Fund, seconded by Jerry Brown. All ayes: **MOTION CARRIED**.
There is an additional bill that needs to be paid next week with a total of $966.67; $44.00 MTA; $412.67 Quill and $510.00 ODS; motion made by Denise Pallarito to pay bills, second by Jeff Bergel. All ayes. **MOTION CARRIED**. There is a tree in need of cutting, it is a liability if it falls and will land on very old headstone. Mary asked Bisballe workers if they could cut it and they said they could not, no proper equipment on site. Mary Brown made a motion to have Shawn Thomas Tree Service cut the tree for $700.00; second by Denise Pallarito. All ayes. **MOTION CARRIED**.
Mary Brown requested approval to attend the MAMC Cemetery Conference in August in Frankenmuth for about $500.00 total (conference and lodging; in budget). Denise Pallarito made a motion allowing Mary to attend; second by Jeff Bergel. All ayes. **MOTION CARRIED**. Mary Brown requested approval to attend the Michigan Association of Municipal Clerks annual conference in June (she is not attending MTA Conference) for $400.00 plus lodging; in budget. Jeff Bergel made a motion allowing Mary to attend; second by Denise Pallarito. All ayes. **MOTION CARRIED**. Mary gave an update on the Early Voting for Presidential Primary on February 27th; all went good, we had a total of 196 early voters for the county, 13 were from Otsego Lake Township. Thank you to Joan, Janelle & Pat for their help in getting election mailings all done by deadlines. Thank you to Bobbi Balazovic for helping me with revenues amounts for the budget. Mary Brown noted **we will have no board quorum April 3rd to April 8th** (Matelski, Pallarito, Bergel all out of state).
Jerry Brown recognized Mary for the extra time in preparing the new budget, it was a lot of extra time at the office to do this job.

APPROVED

BY: Board DATE: 4-18-2024

Resolution #2024-5 General Appropriations Act was read by Mary Brown with total expenditures in General Fund of $1,175,058.22; Fire Fund $650,366.10 and Refuse Fund $212,222.00. Motion was made by Jerry Brown to adopt the resolution as read; second by Jeff Bergel.
Roll call vote: M Brown: Yes; Pallarito: Yes; J Brown: Yes; Bergel: Yes. Absent: Mateski. Resolution declared adopted.
Resolution #2024-2 To Establish Township Salary was read by Mary Brown, annual salaries as follows: Supervisor $25,077.01. Motion was made by Mary Brown to adopt the resolution as presented; second by Jerry Brown.
Roll call vote: J Brown: Yes; Pallarito: Yes; M Brown: Yes; Bergel: Yes. Absent: Mateski. Resolution declared adopted.
Treasurer $37,182.79. Motion was made by Jeff Bergel to adopt the resolution as presented, second by Mary Brown.
Roll call vote: J Bergel: Yes; M Brown: Yes; D Pallarito: Yes; J Brown: Yes. Absent: Mateski. Resolution declared adopted.
Clerk $40,901.07. Motion was made by Denise Pallarito to adopt resolution as presented, second by Jeff Bergel.
Roll call vote: D Pallarito: Yes; J Bergel: Yes; J Brown: Yes; M Brown: Yes. Absent: Mateski. Resolution declared adopted.
Trustees (2) $5,063.97. Motion made by Mary Brown to adopt the resolution as presented, second by Jerry Brown.
Roll call vote: M Brown: Yes; J Bergel: Yes; J Brown: Yes; Pallarito: No. Absent: Mateski. Resolution declared adopted.
Constable $2,144.72. Motion was made by Mary Brown to adopt resolution as presented, second by Jerry Brown.
Roll call vote: J Brown: Yes; Pallarito: Yes; M Brown: Yes; Bergel: Yes. Absent: Mateski. Resolution declared adopted.
Resolution #2024-3 to Establish Pay was read by Mary Brown. Motion was made by Jeff Bergel to adopt resolution as presented, second by Mary Brown.
Roll call vote: J Brown: Yes; J Bergel: Yes; D Pallarito: Yes; M Brown: Yes. Absent: Mateski. Resolution declared adopted.
Resolution #2024-4 2024 Fee Schedule was read by Mary Brown. Motion was made by Mary Brown to adopt resolution as presented, second by Denise Pallarito.
Roll call vote: J Bergel: Yes; J Brown: Yes; M Brown: Yes; Pallarito: Yes. Absent: Mateski. Resolution declared adopted.

Budget amendments were presented by Mary Brown. $60,000.00 Cemetery Improvements, motion made by Denise Pallarito to amend budget, second by Jerry Brown. All ayes. **MOTION CARRIED**.
Budget amendments were presented by Mary Brown. $91,978.50 Fire Dept Land Improvements, motion made by Jeff Bergel to amend budget, second by Mary Brown. All ayes. **MOTION CARRIED**
Budget amendments were presented by Mary Brown. $152,590.53 Fire Dept Land Improvements, motion made by Denise Pallarito to amend budget, second by Jeff Bergel. All ayes. **MOTION CARRIED**
Budget amendments were presented by Mary Brown. $6,800.00 Fire Dept insurance premium, motion made by Denise Pallarito to amend budget, second by Jeff Bergel. All ayes. **MOTION CARRIED**
Budget amendments were presented by Mary Brown. $10,000.00 Fire Dept Per Deim, motion made by Jeff Bergel to amend budget, second by Denise Pallarito. All ayes. **MOTION CARRIED**

Cemetery Expansion project report: Clerk Brown read a **cemetery fact sheet** giving the history from when the former board purchased the property on north side of existing cemetery to be used for future expansion when the time came where additional grave plots were needed. The plan for any expansion was to be a drive on the west side of the existing cemetery and a drive alone back (north) part going to a larger parking lot. There could have been an additional 44 plots added on north side to the existing 209 sites still available. Mary provides stats on sales/burials at the cemetery.

Public Comment on Cemetery Expansion:

Leo Sensabaugh asked why there was no public hearing on the project (ARPA funds were used). Was the contract signed before the project started? Leo is concerned about the number of trees that are now gone causing a lot of road noise from I-75, he stated there are a lot of residents upset.

Joan Elenz stated she spends a lot of time at the cemetery and thinks the project was started without a complete plan in place. There was land clearing that occurred with no buffer in place, very disappointed with this project. She stated you can see headstones from I-75, and it is very noisy. She would like to see the board come together with a plan we can agree on and listen to the public.

Al Blackburn asked why the whole was not involved as requested at the February 15th meeting?

Jeff Schermerhorn asked where he (as maintenance) is supposed to put all debris when cleaning at the cemetery? The area used in the past is now cleared.

Jerry Brown asked why not just a driveway instead of clearing all the trees like was done?

Public comment closed at 7:32 pm.

Treasurer's Report presented by Jerry Brown. Motion made by Denise Pallarito to accept the Treasurer's report for February 29, 2024, second by Jeff Bergel. All ayes: **MOTION CARRIED**

Update given on new website, Jerry & Joan both agreed it will be very nice looking and much more user friendly. Will be done before Revize contract is due in May.

FIRE & EMS REPORT: **18** Calls, 12 EMS, 6 Fire, 0 Missed Calls. The Fire Chief gave his report. Chief Schermerhorn reported the new generator was completed and has been needed already. The Chief is waiting for the well company to schedule a time to meet at fire hall to figure out repairs for well, the trucks are filled during a fire and not pumping good, needs repairs. Ken Newmann has looked at the issue and gave his input. The cameras are all done at fire halls by Cutting Edge. The Chief thanked the board for the appreciation get together (dinner was a no show due to caterer had wrong date) DNR grants are being worked on for wildland gear. The members would like to try to get donations of exercise equipment to set up at the north building as the local gym will not give a deal to firefighters. The board all agreed that it is a good idea.

CONSTABLE REPORT: Mike Coutant reported all establishments checked out.

PUBLIC COMMENTS: Leo Sensabaugh asked what wage increase the board did, Mary answered 3%. Questioning why no public hearing was done on the cemetery project, he recommends having one to get public input, thinks it would be a good idea.

NEW BUSINESS: None

OLD BUSINESS: None

TRUSTEE REPORT:

Denise Pallarito:
Giving update on the cemetery, the project should be completed on Friday. Wade Trim will need to walk through before giving input on project.
PLANNING COMMISSION: There was a meeting with the master plan being worked on, NEMCOG presented a land map, some corrections are going to made on the map.

Jeff Bergel:
PARK & RECREATION COMMITTEE: No meeting. Christine is waiting to hear on extensions on grant.

Meeting adjourn meeting at 8:20 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

Minutes approved at board meeting April 18, 2024