OTSEGO LAKE TOWNSHIP BOARD

MEETING MINUTES

April 20 16, 2023

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. There were 16 guests.

Roll call of Board Members: Present J. Brown; M Brown; G Johnson; Dave Matelski; J Bergel; Absent

Also present: Fire Chief Dale Tucker, Constable Mike Coutant, Parliamentarian Randy Stults and County Administrator Matt Barresi

Conflicts of Interest: None

Additions to Agenda: Adopt Great Lakes Energy Ordinance, new postage machine contract & Open bids for Iron Belle Trail

Meeting Minutes: Presented by Mary Brown for March 16, 2023 regular meeting minutes and minutes for special meetings on March 21, 2023 and April 11, 2023. Motion made by Jerry Brown to accept all 3 meeting minutes as presented; second by Gary Johnson; All ayes: **MOTION CARRIED.**

Clerk's Report: Presented by Mary Brown: Township Bills for the period 03/17/23 to 04/20/23 with a total amount of $87,974.74. Motion made by Gary Johnson to pay the township bills for $58,830.72 for the General Fund; $12,453.61 for the Fire Fund and $16,690.41 for Trash Fund, seconded by Jerry Brown. All ayes: **MOTION CARRIED**.
The clerk reported that we won the appeal on penalties and fines with Unemployment. Thank you to Rob Pallarito and Senator Hoitenga for their help. The original amount was $14,410.00, we only had to pay $110.00. Clerk Brown requested her deputy be allowed to work to assist in projects not completed with previous clerks. We have a deadline for the Dept of Treasury Chart of Accounts, all work must be submitted to BS&A in May, so we meet the September deadline for the update. Also, I found we have another year of bank reconciliation that is not completed. My Deputy will be assisting with these projects. I am aware of a previous complaint the Supervisor received when Pat worked last fall, she was assisting with old records then also. A company called about our interest in changing our cost recovery on our gas bill. No interest expressed by board. The Worker's Comp renewal survey was completed. Our Public Accuracy Test will be on April 21, 2023 at 10:00 am.
Gary Johnson made a motion to allow the Clerk to have her Deputy work for the time it takes to complete the tasks required for both projects; second by Jerry Brown. All ayes. **MOTION CARRIED**

Treasurer's Report presented by Jerry Brown.
Motion made by Gary Johnson to accept the Treasurer's report for March 31, 2023, second by Mary Brown. All ayes: **MOTION CARRIED**

FIRE & EMS REPORT: 14 Calls for the Month of March, 8 EMS, 5 Fire, 1 Missed Calls. The Fire Chief reported they are still doing the onboarding for the ESO program. Chief Tucker introduced a new hire, Brian Jessick. Reviewed bids for new fire engine truck. Mid-West $505,775.00; R&R Trucks $652,228.00; Spencer Trucks $671,535.00. Chief Tucker gave details of the trucks that were bid on. The Spencer Trucks

bid is a Spartan custom cab FC-94. It has a carbon fiber body with a lifetime warranty and 10-year warranty on paint, includes all ladders, pike pole, has a better pump with double impeller. We would pay for the chassis upon completion and would then receive a title, that takes about a year, the total build for completed truck is about 560 days, we would then pay balance. Motion made by Jerry Brown to accept the bid for $671,535.00 from Spencer Trucks Spartan; second by Gary Johnson; all ayes. **MOTION CARRIED.**

FIRE CHIEF'S CONTRACT RENEWAL: Dave & Mary recently completed an annual review with the Fire Chief. Mary Brown made a motion to renew the Fire Chief's contract for six months, April 1, 2023 through September 30, 2023 and includes the chief must continue seeking to move back in to the township. Second by Gary Johnson. Rollcall Vote: G Johnson: Yes; J Brown: Yes; D Matelski: Yes; M Brown: Yes; J Bergel: Absent. **MOTION CARRIED**.

CONSTABLE REPORT: Everything checked out with no complaints.

ORDINANCE ENFORCEMENT REPORT: No complaints

PUBLIC COMMENT: None

NEW BUSINESS: Senator Michele Hoitenga will be at the Township Hall for and "Office Hour" to meet with constituents on Friday, May 26 10:00 a.m. to 11:00 a.m.

BRADFORD LAKES SPECIAL ASSESSMENT: Randy Stults gave update on the Bradford Lake Special Assessment process. It was approved at the March 16 meeting to move forward.

Bradford Lakes Association will be holding their annual meeting/pancake breakfast at the Township Hall on May 27th. They are a nonprofit and are requesting that we waive the $250.00 hall rental fee. Jerry Brown made a motion that we waive the rental fee of $250.00 (must still pay refundable cleaning & key deposit), second by Mary Brown. All ayes. **MOTION CARRIED**.

POSTAGE MACHINE LEASE: Our current lease for our postage machine from Pitney Bowes is $305.79 per quarter, this machine is becoming obsolete and not serviceable. Pitney Bowes will lease us a new machine now for $275.85 per quarter and purchase any left-over ink we bought. Mary Brown made a motion that we lease the new postage machine for $275.85 per quarter; second by Jerry Brown. All ayes. **MOTION CARRIED**.

OLD BUSINESS: Great Lakes Energy Franchise Ordinance #2023-1 was discussed last month. Paul Slough agreed that the terms of the lease are acceptable. Motion was made by Mary Brown to approve Great Lakes Energy Franchise Ordinance # 2023-1; second by Jerry Brown. Rollcall Vote: G Johnson: Yes; J Brown: Yes; D Matelski: Yes; M Brown: Yes; J Bergel: Absent. Ordinance approved. The Clerk will publish per instructions from Great Lakes.

PARLIAMENTARIAN POSITION: When this position was originally approved it was for timeline ending March 31, 2023. We had some discussion, and all agreed that since we did allow this position in our current budget that it will continue.

TRUSTEE REPORT:

1. Jeff Bergel: Absent

PARK & RECREATION COMMITTEE: Mike Coutant gave update on park. The slides were ordered, takes about 8 weeks. (Questioned as to who approved/ordered them? Mike did not know). Dani & Mike are concerned about the bushes that were cut back last fall, not sure if they will grow back. The vault toilet is all done except the electrical, the sidewalk is also done now.

IRON BELLE TRAIL BIDS: The Township only received two bids. After some discussion it was decided to open those bids. Bid from Dozer Construction in the amount of $155,842.75 total, bid from Bisballe Forest Products in the amount of $123,021.00 total. Both bids included removal of the old tanks on site. Motion made by Jerry Brown to accept Dozer Construction bid for $155,842.75 as they are a local company, no second to his motion. **MOTION DIES, LACK OF SUPPORT**. After some discussion a motion was made by Mary Brown to accept the bid for $123,021.00 from Bisballe Forest Products; second by Gary Johnson. **ROLL CALL VOTE**: J Brown: Yes; G Johnson: Yes; M Brown: Yes; D Matelski: Yes; J Bergel: Absent. **MOTION CARRIED**

PLANNING COMMISSION:
There was no meeting.

2. Gary Johnson

Gary offered his resignation to the Board as a Trustee, stating he and wife Robin wish to do more travelling. A motion was made by Jerry Brown to accept Gary's resignation; second by Mary Brown. All ayes. **MOTION CARRIED**.

The position will be posted at the Township Hall and on the website for anyone interested in filling this position until May 5th, then we will have a special meeting to appoint the Trustee position.

COUNTY COMMISSIONER: Jason Clement; Absent.

County Administrator Matt Barresi gave update: the zoning office has hired a second zoning officer to Help with enforcement. The Otsego Lake Drain is currently being worked on and should be fixed by next week.

Meeting adjourn meeting at 8:21 p.m.

Respectfully submitted,

MB

Mary Brown, Clerk

Approved by Township Board on May 18, 2023