OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

January 16, 2025

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. There were 13 guests.

Also present: Fire Chief Jeff Schermerhorn, Deputy Supervisor Randy Stults and Matt Barresi, Otsego County Administrator

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: Assessor split; Election Consolidation, Crawford County

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

Fire Chief presented **three new members for hire** at the Fire Department: Zach, Abby & Colin. Mary Brown made a motion to approve the hiring of the 3 new members, with a hire date of 01-16-2025: second by Denise Pallarito. All ayes. **MOTION CARRIED**.

Brief Public Comment on agenda items: None

County Commissioner Jason Clement: Absent

Supervisor's Report: Dave is working on trying to get price on roads to repair, Opal Lake Rd is bad.

Approval of 2025 Planning Commission meeting schedule: Mary Brown made a motion to approve the 2025 Planning Commission meeting dates; second by Jerry brown. All ayes. **MOTION CARRIED**.

Meeting Minutes Presented by Mary Brown for December 19, 2024, regular meeting minutes. A motion was made by Jerry Brown to accept the meeting minutes as presented for the December 19th meeting: second by Jeff Bergel. All ayes. **MOTION CARRIED**

Clerk's Report: Presented by Mary Brown**:** Township Bills for the period December 20, 2024, to January 16, 2025; with a total of $98,042.45. Motion made by Denise Pallarito to pay the township bills as presented; with a total of $58,494.01 from the General Fund; $22,858.03 for the Fire Fund and $16,690.41 for Trash Fund seconded by Jeff Bergel. All ayes: **MOTION CARRIED**
Motion made by Jeff Bergel to pay the bill for $700.00 for the Clerk's Institute class that was approved to go to last month; second by Mary Brown. All Ayes. **MOTION CARRIED**.
I will be doing registration for upcoming MTA Conference in Grand Rapids, Denise won her **registration.**
Assessor Balazovic would like to attend the Pre-Conference class for **Assessing Uniqueness for**

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$100.00- and one-night lodging in Grand Rapids. I would like to register Bobbi for this class and the entire conference and have Mullet Twp reimburse us the $400.00 cost of the conference, to make it easier process to get Bobbi registered. Mullet will cover the additional lodging cost. Motion made by Mary Brown to register Bobbi Balazovic for the assessing class and the conference cost, we will pay for one night lodging and will get reimbursed with the $400.00, second by Jeff Bergel. All ayes. **MOTION CARRIED**.

Clerk Brown requested permission to allow Deputy Kaiser to work with her to get her ready for when Mary is off from surgery. Denise Pallarito made a motion to allow the Deputy Clerk to work as the Clerk sees fit to cover while off for surgery and Clerk's Institute; second by Jeff Bergel. All ayes. **MOTION CARRIED**. The IRS mileage rate for 2025 is 70 cents per mile.
The **post office** gave a final notice bill on the **PO Box for the fire hall** stating the mail doesn't get picked up often. The cost is $120.00 per year, why not use just the PO Box for all township mail and save the cost. Denise Pallarito made a motion to cancel using the fire department po box, (157) and only use PO Box 99 for all mail; second by Jerry Brown. All ayes. **MOTION CARRIED**.
The clerk has an **Election Coordinating Committee Meeting** in Grayling on January 23rd at 1:30. This is due to consolidating school elections with Maple Forest Twp, the agreement is up for renewal. Denise Pallarito made a motion to allow the clerk to sign the agreement with other entities in the consolidated district; second by Jerry Brown. All ayes. **MOTION CARRIED**.

2025 Contract with the Health Department: We need to renew our annual contract for water testing with the Health Department, the cost is $250.00 for the year. Denise Pallarito made a motion to pay $250.00 and renew the 2025 contract with the Health Department: second by Jerry Brown. All ayes. **MOTION CARRIED**.

Assessor's property split: Assessor Balazovic requested approval on a split of **parcel #090-029-400-031-04**, it has been approved through zoning already with no issues. Mary Brown made a motion to approve the split of property as requested; second by Jerry Brown. All ayes. **MOTION CARRIED**.

Treasurer's Report presented by Jerry Brown**.** Motion made by Jeff Bergel to accept the Treasurer's report for December 31, 2024, second by Denise Pallarito. All ayes: **MOTION CARRIED.** There was a request to include the **Bradford Lake Special Assessment balance in this report. Jerry will add it.**

Correspondence: None

FIRE & EMS REPORT: 28 total calls, 14 EMS, 10 Fire, 4 Missed Calls. The Fire Chief gave his report. Final total calls for 2024 were 230 EMS runs and 95 Fire runs. Potentially have 5-6 new hires. The FD Training dinner will be held on February 25th and the Township Board members are invited. Mary Brown made a motion to approve up to $1,000.00 for the training dinner; second by Denise Pallarito. All ayes. **MOTION CARRIED**.

Maintenance Contract RFP: The maintenance contract will be up for renewal on March 31, 2025. Supervisor Matelski and Clerk Brown had a meeting to review the RFP's from last bidding time. They re-wrote the document with updated information, and it is ready to advertise for bids. Denise Pallarito

made a motion to put the advertisement in the paper to accept sealed bids for the 2-year maintenance contract; second by Mary Brown. All ayes. **MOTION CARRIED**.

TRUSTEES REPORT:

Denise Pallarito: Nothing to report as Trustee

PLANNING COMMISSION:

Denise has been requested to present the 2024 Annual Report per the Planning Commission's By-Laws. (**Nothing changed from the report submitted last month**) The Planning Commission also requested to receive a raise every time the Township Board gets one. The new officers are as follows: Tim Miller is Chair; Tom Totten is Vice Chair; Al Blackburn is Secretary.

Jeff Bergel:

PARK & RECREATION COMMITTEE:

Christine is submitting an addendum to the DNR to see what can be done at trail head. She is working with Wade Trim on the bid. Lorraine Markovich has indicated she is going to submit her resignation from the Park Committee.

NEW BUSINESS: None

OLD BUSINESS: The Fire Department North roof has issues per Dave & Chief. The corners and fascia need to be corrected, Dave will be calling the owner of the company to get it resolved.

Mary asked the board to reconsider the increase of the park rental fees that was tabled awhile back She has received letters from a few park committee members and her and Joan feel the same. It should stay the same rental fee with no cleaning deposit. It is very hard to police the park as we don't have staff for that. There was some discussion about this issue. Denise Pallarito made a motion to not charge a cleaning deposit and **raise all rental rates by $10.00 each**; second by Jerry Brown. Yes vote: Pallarito & J Brown; No vote: M Brown, Matelski & Bergel. **MOTION FAILED**.

Public Comment on non-agenda items: None

Meeting adjourn meeting at 8:01 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

Minutes approved at Board Meeting February 20, 2025