OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

June 19, 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
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: Cemetery Rules and July meeting date

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

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Supervisor's Report: Supervisor Matelski attended a supervisor's meeting yesterday relating to the County asking all townships to pay $24,000.00 for the dump site for storm debris. It has been determined to not be a lawful expenditure. The gravity rail will be removed at the park and replaced with new play center equipment, 2 ADA swings and the slides will be replaced, all at no charge to the township. Repairs at the fire hall generator gas line will be done tomorrow. The chief was asked to please paint the pipe, he will handle. Updated on splash pad, the pipe with water bucket broke off and had been capped. Repairs will be done at the end of the season. Thank you to Jim Salo and Marty for all the work they have done helping Dave at the park. The cameras will be installed asap.

Meeting Minutes: Presented by Mary Brown for May 15, 2025 regular meeting minutes and Special Meeting minutes for May 22nd & 27th. A motion was made by Jeff Bergel to approve all the meeting minutes as presented; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Clerk's Report: Presented by Mary Brown: Township Bills for the period May 16, 2025, to June 19, 2025; with a total of $156,056.58. Chief Schermerhorn questioned why I paid over $4,000.00 for maintenance out of his FD budget. Upon checking invoices, the amount in question was general fund, not fire department, it is clearly noted in the bill report! Motion made by Jerry Brown to pay the township bills with a total as presented; seconded by Denise Pallarito. **MOTION CARRIED** by unanimous vote.
Farmer's Market will be starting June 27th, they have provided proper liability insurance certificate. Mary Brown made a motion to allow the Farmer's Market to take place each Friday on township property at 27 & Passenheim; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. **FYI** there will be a potential unfunded mandate for **new election equipment** next budget, it will cost our township about

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$30,000.00. The clerk would like to purchase a laptop from Cutting Edge Computers for $964.94. The previous clerk had a very old one, but no one could get in it because of not having the password. Jerry Brown made a motion to allow the clerk to purchase the laptop as presented; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. Nicolet Bank has added log in security that requires the Treasurer and the Clerk to have an app on our cell phones to gain access to our banking to do payroll, print statements etc. We would like to request a $25.00 stipend each to have the continued use of our cell phones to have the app for banking. Denise Pallarito made a motion to allow the stipend to the Clerk and the Treasurer of $25.00 each for use of their cell phones to do banking. No second made. **MOTION DIES for lack of support.** Discussion on issue with no resolution! The clerk would like to order two office chairs that were budgeted. The cost is $300.00 each plus possible shipping. The drop box order needs to be placed; we did receive the insurance money to pay for it. Mary would like to purchase flowers for the hanging baskets and planters. Jerry Brown made a motion to allow the clerk to buy the flowers; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. The clerk gave a letter to board members stating they will need to schedule an appointment if more than a few minutes are needed for an issue.

Cemetery Rules & Ordinance: The rules for the cemetery have been completed by Denise Pallarito and Mary Brown. Clerk Brown read them. The attorney has reviewed them and approved the wording. A copy will be posted at the cemetery on the message board, posted on our website and given to people when purchasing a new burial lot. Jeff Bergel made a motion to approve cemetery rules; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. The ordinance amendment is done; we just have to get final approval from our attorney. Densie Pallarito made a motion to set aside the approval of the cemetery ordinance pending review by our attorney, and place on July meeting agenda; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Facilities Use Policy #2025-1: Policy presented to board. Mary Brown made a motion to approve as presented; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Treasurer's Report presented by Jerry Brown. Motion made by Jeff Bergel to accept the Treasurer's report for May 31, 2025; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Correspondence: Economic Alliance has grants available for ice storm. Mary Brown submitted for a $5,000.00 grant.

Otsego County Zoning Contract: Discussion on some townships questioning the contract and amount. We decided to have a special meeting to further discuss after we hear back from our attorney.

FIRE & EMS REPORT: The Fire Chief gave his report. A total of 27 calls, with 4 missed calls. 4 of 5 members passed their firefighter's class. The Chief requested an extension for policy deadline (was June 15th) Mary Brown suggested that Denise and she includes the policies in our updating. The chief requested the fire department participate in the Otsego Lake Association fireworks again this year. It was questioned about FD moving the barge. Chief said they have always done it with board approval. Clerk Brown said the board has never approved the fire department moving the barge. The Risk Manager advised this is NOT ALLOWED as it is not a function of the fire department, "**not within the**

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normal scope intended operations of a fire department". After a heated discussion no action was taken.

Board Approval of new FD Members: No new members

TRUSTEES REPORT:

Denise Pallarito:

Trustee Pallarito would like to note the absence again of our County Commissioner.
Denise Pallarito and Cindy Matelski did a work bee at the cemetery. They weeded the beds at both entrances. Once the fence is replaced, they will weed again before we get new mulch added to both entrances.

Planning Commission:

Denise gave a report on zoning language changes the planning committee recommended. There have been 115 Master Plan surveys returned to date, it ends June 30th.

Jeff Bergel:

Trustee Bergel handed out revised quotes for pickleball court (not in board packet as required). The total would be $76,400.00 for the project. The black top quote was only good until June 30th, Jeff only received the bid, so it did not go in board packets for review. There are no permits required. The tree markers on the trail need to be replaced, 20- 25 plates would be about $300-$400.00. The entrance signs for the nature trail are in at both entrances. Wade Trim will be advertising for bids to complete the Iron Belle Trail Head project. They will try to get three bids for the well, bathroom and lighting. Apple Constructions could fix the bleachers at the ballpark with new wood etc. Supervisor Matelski said he can do ballpark bleachers without replacing anything. Next year's projects include painting the pavilion, replacing the wooden fence posts, ball diamond upgrades and looking at a dog park.
No action was taken on pickleball as information was not provided prior to this meeting.

Resolution #2025-8 Dissolve Park & Rec Committee: Resolution was read by Clerk Brown. The park committee was established in 2007 and has served their purpose on behalf of the township; they have done a great job and have many accomplishments in the parks. Anything necessary to be done at this point can be handled by the township board. Jerry Brown made a motion to adopt Resolution #2025-8 to dissolve the park & rec committee; second by Mary Brown. Rollcall vote; 3 yes votes (J Brown, Matelski, M Brown) 2 no votes (Bergel & Pallarito). Resolution declared adopted. Trustee Pallarito read a very nice statement about the good work our Park & Rec Committee has done for our community.

Old Business: Cleaning township hall. Denise Pallarito made a motion to allow RaeRay's to continue cleaning the township hall for the same timeline as the fire hall contract. Second by Mary Brown. **MOTION CARRIED** by unanimous vote.

New Business: Change meeting date for the July 17th meeting. Denise Pallarito made a motion to change the regular board meeting to Monday, July 14, 2025 at 7:00 p.m.; second by Mary Brown. Everyone agreed on the date and time **MOTION CARRIED** by unanimous vote.

An audience member gave comments on the garbage situation at Chub Lake complaining that they are required to use the dumpster when some other residents nearby have curb side pickup. The supervisor asked all board members to drive the area prior to our next meeting to determine our opinion. Other comments made by audience members on issue.

Public Comment on non-agenda items: Janelle Blackburn said the handle sticks at the park's bathroom; Dave will take care of it. Tom Wagar made public comments about the Supervisor, violations of the open meetings act by 4 board members, the cemetery, and money to spend on pickleball & park committee. Al Blackburn asked that opinions be made with respect. Jeff Bergel said it's bad optics and we were being petty and feels we have a disconnect from what Johnston's is (maintenance) actually doing at our parks. Jerry Brown gave information on the cash balance versus expenditure on the treasurer's report.

Board Comments: None

Meeting adjourn meeting at 8:57 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

Approved at Board Meeting July 14, 2025