OTSEGO LAKE TOWNSHIP BOARD

MEETING MINUTES

FEBRUARY 16, 2023

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

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

Also present: Fire Chief Dale Tucker, Constable Mike Coutant and Assessor Bobbi Balazovic

Conflicts of Interest: None

Additions to Agenda: SANE Contract, LED lights and Wolverine Power contract for generator maintenance

Public Budget Hearing:
Motion made by Mary Brown to open Public Hearing at 7:02 p.m., second by Jeff Bergel. All ayes. **MOTION CARRIED**
No public comment was made during the public hearing.
Motion made by Jerry Brown to close Public Hearing at 7:04 p.m.; second by Jeff Bergel. All ayes. **MOTION CARRIED**

Supervisor Update: The Road Commission will offer a 50% match on any road projects during this fiscal year (none planned at this time). The joints are heaving on Marlette Road again, for the second time. Dave is in discussion on the warranty. He was told that should cover the road, but not confirmed at this time. The trailer on Primrose Trail that burned is still not cleaned up, it is being turned over to the court. **The Fire Chief's contract will be extended** for review at the April Board Meeting when we have a full board present. A motion was made by Jeff Bergel to extend the current Fire Chief's contract until April 20, 2023; second by Jerry Brown. All ayes. **MOTION CARRIED**

Dave explained that the township is only receiving about $2,000.00 annually from the Liquor Control Commission. This means it costs the township over $1,600.00 a year plus 12% pension for the Constable position. We are looking in to eliminating the Constable position next (2024) election and give the inspections over to the county and let them collect the money from Liquor Control Commission.

Assessor Bobbi Balazovic presented the **poverty exemption guidelines in Resolution #2023-021623-2.**

A motion was made by Mary Brown to adopt Poverty Exemption, Otsego Lake Township Board Resolution #20230216-2 , second by Jerry Brown. All ayes. **MOTION CARRIED**

Mark from GFL Trash Company discussed the current contract the township has with GFL for trash pickup. The current contract rates are very low with rising costs. Mark is asking the board to consider

some type of increase to cover the very high unanticipated costs that GFL has for picking up trash in our township. The board agreed to look at it when all board members were present, but we would have to consult with our township attorney for direction. Mark said there would then be a possibility to extend the current contract.

Meeting Minutes presented by Mary Brown for January 19, 2023 regular meeting minutes and minutes for minutes for special meetings on January 31, 2023, February 8, 2023 and February 9, 2023. Motion made by Jeff Bergel to accept all 4 meeting minutes as presented; second by Jerry Brown; All ayes: **MOTION CARRIED.**

Clerk's Report: Presented by Mary Brown: Township Bills for the period 01/20/23 to 02/16/23 with a total amount of $284,816.76 (Includes Passenheim Rd project costs of $195,000.00). Motion made by Jerry Brown to pay the township bills for $248,936.69 for the General Fund; $19,189.66 for the Fire Fund and $16,690.41 for Trash Fund, seconded by Jeff Bergel. All ayes: **MOTION CARRIED**. This amount includes voided check #27345 for $237.58 that was paid twice, one check sent back to us.
Fire Chief's monthly pay was calculated incorrectly, a check in the amount of $406.89 has been issued and corrections were made in payroll.
The **2023 Asset Forfeiture Report** was completed by the clerk for the Michigan State Police, with no forfeitures to report.
SANE Service Contract for April 1, 2023 through March 31, 2024 and payment request for $500.00 presented for review. Motion made by Jeff Bergel to approve the SANE Service Contract; second by Jerry Brown. All ayes. **MOTION CARRIED**

The lighting at both the township hall and fire hall has multiple bulbs burnt out. We have a bid to replace all the lighting with **LED lights**. This would give a great reduction in our electricity bills. ESM from Fowler MI quoted $1,682.50 to replace the lights in the Township Hall. He quoted $2,098.00 to replace the lights in the Fire Hall. Mary Brown made a motion to replace lighting at both the township and the fire hall as quoted; second by Jerry Brown. All ayes. **MOTION CARRIED.** Mary will contact the company with the approval to schedule the work.

Budget Amendment request for $3,281.82 from hall improvements to elections. Motion made by Jerry Brown to allow amendment as presented; second by Jeff Bergel. All ayes. **MOTION CARRIED.**
Budget Amendment request for $2,100.00 from Capitol Outlay to Repair & Maint. Motion made by Mary Brown to allow amendment as presented; second by Jerry Brown. All ayes. **MOTION CARRIED**.

Wolverine Power has sent our annual Maintenance Agreement for the generators at the Township Hall and the Fire Hall, for $620.00. Motion made by Jerry Brown to approve the annual maintenance; second by Jeff Bergel. All ayes. **MOTION CARRIED.**

Great Lakes Energy has requested (via their attorney) a grant of franchise. The township attorney has reviewed the document and recommends we request Great Lakes provide an annual insurance binder page listing the Township as additional insured.

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

FIRE & EMS REPORT: **26** Calls, 22 EMS, 4 Fire, 1 Missed Calls. The Fire Chief gave his report. One new hire, Brian Jessick. Dale has the new computer in the Chief's office. Officers are going to start specking out a new fire engine. They are looking at three different companies to build the truck. The ESO program is ordered and Jeff & Dale are having a Zoom meeting on February 21st to start the process. There was discussion on invoice from Otsego County for $609.68 for radio installation in **chief's personal vehicle**. Jeff Bergel made a motion to pay the invoice; second by Mary Brown. All ayes. **MOTION CARRIED**.

CONSTABLE REPORT: Everything checked out with no complaints.

ORDINANCE ENFORCEMENT REPORT: No complaints

PUBLIC COMMENT: Leo Sensabaugh recommended the Park Committee put out a survey to the residents to see what they would like to see at the park. Jeff has mentioned pickle ball several times, let's see what the people want. Dave Matelski said maybe it should be put on the ballot in the next November election and if it gets voted in, then we will know for sure.

NEW BUSINESS: None

ADOPTION OF FISCAL YEAR 2023/2024 BUDGET: Resolution #2023-0216-5 was presented to adopt by cost center and read aloud. A motion was made by Dave Matelski to adopt Resolution #2023-0216-5 as presented; second by Jerry Brown. Roll call vote: D Matelski: Yes; J Brown: Yes; M Brown: Yes; G Johnson: Absent; J Bergel: Yes. 4 Yes votes, 0 no votes; **Resolution declared adopted**.

Motion made by Mary Brown to **relieve Constable Mike Coutant with the extra duties** assigned to him to handle zoning complaints for Otsego Lake Township, with no affect to his monthly pay; second by Jerry Brown. All ayes. **MOTION CARRIED**.

Motion made by Mary Brown to **assign extra duties to the Township Supervisor** to handle zoning complaints with no additional pay; second by Jerry Brown. All ayes., **MOTION CARRIED**.

ADOPT RESOLUTION TO ESTABLISH SALARY: Resolution #2023-021623-4 was presented and read aloud by clerk. **Motions made as follows**:
Motion offered by Mary Brown: **Supervisor's Salary** $24,346.32; second by Jerry Brown
Roll call vote: D Matelski: Yes; J Brown: Yes; G Johnson: Absent; M Brown: Yes; J Bergel: Yes.
All ayes. **Resolution declared adopted**.
Motion offered by Jeff Bergel: **Treasurer's salary** $36,099.80; second by Mary Brown
Roll call vote: J Bergel: Yes; M Brown: Yes; D Matelski: Yes; G Johnson: Absent; J Brown: Yes
All ayes. **Resolution declared adopted**.
Motion offered by Jeff Bergel: **Clerk's salary** $36,099.80; second by Jerry Brown
Roll call vote: G Johnson: Absent; D Matelski: Yes; J Bergel: Yes; J Brown: Yes; M Brown: Yes
All ayes. **Resolution declared adopted**.

Motion offered by Jerry Brown: **Constable's Salary** $3,617.07; second by Jeff Bergel
Roll call vote: D Matelski: Yes; J Brown: Yes; G Johnson: Absent; M Brown: Yes; J Bergel: Yes
All ayes. **Resolution declared adopted**.

ADOPTION TO ESTABLISH PAY: Resolution # 2023-0216-3 was presented and read aloud. Motion was made by Jeff Bergel to adopt resolution as presented; second by Mary Brown.
Roll call vote: D Matelski: Yes; J Brown: Yes; J Bergel: Yes; G Johnson: Absent; M Brown: Yes.
All ayes. **Resolution declared adopted**.

OLD BUSINESS:

TRUSTEE REPORT:

2. Gary Johnson: Absent

PLANNING COMMISSION:

There was a meeting with the Planning Committee. They had an open position to fill with two applicants, Diane Pompei and Joshua Carlson, both very qualified. The Planning Committee made the recommendation for the board to appoint Joshua Carlson.

Mary Brown made a Motion to **appoint Joshua Carlson** to the Planning Committee for the term ending 12-31-2024; second by Jerry Brown. All ayes. **MOTION CARRIED**.

1. Jeff Bergel:

PARK & RECREATION COMMITTEE: Jeff Bergel gave report, asked if the slides have been ordered? Mary explained that the new budget starts April 1st and then can be ordered as there is not enough in the Park Committee budget right now. There are plans to have wood chips put on the Leonard Jensen Trail, with the wood chips being donated by Shaw Thomas Tree Service. Jeff asked if all the items at the park would be completed before Memorial Day? Update on maintenance schedule from Jeff Schermerhorn, his priority will first be the cemetery in the spring. There was more talk about pickle ball and a dog park. Supervisor Matelski recommended to have it put on next November's ballot to see if the taxpayers want to pay for a pickle ball court, that will be fair to all then. He also said the bid deadline for the Iron Belle Trailhead is extended an additional two weeks since we received no bids.

COUNTY COMMISSIONER: Jason Clement; Absent.

Meeting adjourn meeting at 8:30 p.m.

Mary Brown

Respectfully submitted,

Mary Brown, Clerk

Minutes approved at Board Meeting March 16, 2023

APPROVED
BY: [illegible] DATE: 3-16-23