OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

May 15, 2025

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. There were 5 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: Adopt Resolution 2025-6 (not open bids, already done with attorney)

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

Brief Public Comment on agenda items: None

County Commissioner: Jason Clement: Absent

Supervisor's Report: Update on irrigation at the park.
Dave met with Apple Constructions at the cemetery and received a quote to repair the fence that was damaged by the ice storm. We can do repairs as it is now for $4,800.00; we could replace the entire fence like the one on the east side for $39,600.00; we could replace the front fence with 5' high black chain link fence (that is easier to repair in the future) and fix the side fence for $9,200.00. A motion was made by Jerry Brown to **replace it with the chain-link fence for $9,200.00**; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote. Note: the township will get some money back from the insurance company for ice storm damage.

Resolution #2025-6 Authorizing Installment Purchase Agreement: Bids from the banks were opened with Attorney Pat McGow on May 13th at 11:00 am. We received the following bids for 3 years:
State Savings Bank: 4.70 %; Nicolet Bank: 5.67%; Huntington Bank: 4.50%. Resolution #2025-6 was read by the Clerk. Denise Pallarito made a motion to approve Huntington Banks rate of 4.50% for a 3-year term; second by Jerry Brown. **Resolution declared adopted** by unanimous roll call vote.

Meeting Minutes: Presented by Mary Brown for April 17, 2025 regular meeting minutes. A motion was made by Denise Pallarito to approve the meeting minutes as presented; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

☑ APPROVED

Clerk's Report: Presented by Mary Brown: Township Bills for the period April 18, 2025, to May 15, 2025; with a total of $98,571.75. Motion made by Denise Pallarito to pay the township bills with a total as presented; seconded by Jeff Bergel. **MOTION CARRIED** by unanimous vote.
Motion made by Mary Brown to pay the invoice for STG for $900.00; Quill in the amount of $178.80; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. Motion made by Mary Brown to reimburse Jeff Schermerhorn $219.96 for purchase made for wire repair on boat at Amazon, he paid with his own card by mistake; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.
The clerk requested to attend the MTA class on ESTA and Cemetery on June 18th in Gaylord for $125.00. Motion made by Jeff Bergel to allow; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.
The clerk wanted to **purchase a laptop** but decided to wait awhile. Update: The Woker's Comp audit has been completed; ARPA Annual reporting was completed. Note: Our server was down after the storm for a week.
Ice Storm Update: The Clerk provided an update on the ice storm expenses so far. **Our total as of now is $61,989.45 plus the labor to replace the generator**. We did receive a check from the insurance company for $11,500.00 towards cleaning up at the park & cemetery.

Treasurer's Report presented by Jerry Brown. Motion made by Jeff Bergel to accept the Treasurer's report for April 30, 2025; second by Denise Pallarito. **MOTION CARRIED** by unanimous vote.

Correspondence: Request to waive the rental fee of $50.00 again for the VA picnic on August 4th. Motion made by Mary Brown to waive rental fee. Second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.
The DNR sent a letter to us as a partner for the trail requesting no one goes on the trail or any state land to clean debris from the storm without first having approval from DNR and filling out a release and waiver of liability. I have contact information for anyone who is interested. **Treasury** sent a letter to me after I filed the 2021 annual tax report that previous clerk failed to do. Dan Smith is meeting me on May 21st to help me with it because of the amount.

FIRE & EMS REPORT: The Fire Chief gave his report. All required training has been completed.
5 members will be testing this Saturday for the firefighter class they have been in. The new pumper truck is scheduled to be delivered on May 30th to the fire hall.

Board Approval of new FD Members: No new members

TRUSTEES REPORT:
Denise Pallarito:
Planning Commission: Resolution #2025-7 was read by the Clerk supporting House Bill 4328 of 2025 for Emergency Storm Disaster Relief for Northern Michigan. Denise provided information on the bill and the importance of our board supporting it to allow for reimbursing expenses municipalities have from the storm. Motion was made by Jerry Brown supporting the resolution; second by Jeff Bergel. **Resolution declared adopted** by unanimous roll call vote. Denise would like to see our township have an emergency response plan in place soon, Mary & Denise will look into it while we work on policies. There is a meeting at Ellison Place on May 21st 6-8pm on storm update. The planning members discussed how to

get a better response on the Master Plan survey. They could do mailing for all residents for about $3,500.00. After some discussion it was decided that that money will not be spent on the mailing. Denise said there will need to be a public hearing (Planning Commission) on the Master Plan in August.

Jeff Bergel:
The board was given estimates for the **pickle ball court** to blacktop in the amount of $53,990.00; fence in the amount of $7,240.00; posts & netting cost is $3,840.00; striping cost is $11,400.00. The total cost would be $76,380.00. Jeff Bergel made a motion to approve the bid so the black top can be done, we need to accept the bid before May 31st. There was not a second to move forward at this time. Jeff expressed his disappointment after the work involved getting bids that the board won't move forward. It was noted that right now we have a lot of expenses from the ice storm that are affecting our budget, and we don't know what the total will end up being. Jeff presented an estimate to replace both the entrance signs at the Leonard Jensen trail. Two arched cedar signs made by Dale Burghardt would cost $2,000.00, to set 4 treated posts and mount the signs would be $900.00, done by Apple Constructions. Jerry Brown made a motion to allow the new signs for up to $3,500.00 (Jeff will check to see if any zoning permits are required); second by Denise Pallarito. **MOTION CARRIED** by unanimous vote. The DNR finally approved the simpler plan for the trail head. Wade Trim will have it ready in a couple of weeks.

Old Business: Cleaning township hall. RaeRay's bid is $160.00 per time (Not cleaning offices) Mary Brown bid is $100.00 per time for entire building. No additional bids were turned in. Denise Pallarito made a motion to do a trial basis for 30 days to allow RaeRay's to clean the hall for $160.00 per time, two times a month: second by Jeff Bergel. **Note**: Mary Brown had just cleaned the hall on May 14th. RaeRay's can start May 28th.
Ayes: Matelski; Pallarito; Bergel
Abstained: J Brown & M Brown. **MOTION CARRIED** by unanimous vote.

New Business: None

Public Comment on non-agenda items: Randy Stults gave public comment on storm debris

Board Comments: Mary advised the MTA County chapter meeting for May 20th is cancelled; the Farmer's Market will be opening on June 27th noon to 5:00 pm, will be each Friday, and more vendors are participating; it was recommended to all board members to read the article in the new MTA Focus magazine we just received on page 10, good information about board's fiduciary responsibility.

Meeting adjourn meeting at 8:56 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk
Approved at Board Meeting on June 19, 2025