**APPROVED MEETING MINUTES**

**September 17, 2026**

The Otsego Lake Township meeting was called to order with the Pledge of Allegiance at 7PM by Supervisor Matelski. There were 10 guests.

**Also present:** Planning Chair Tim Miller**,** Township Attorney Paul Slough, Fire Chief Tony Rooker & 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**: Road Commission: Opal Lake Road & NEMCOG renewal

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

**Brief Public Comment on agenda items**: None.

**Public Hearing to Set Fire Department Millage Rate**: **Public Hearing opened at 7:01 pm**. Clerk Brown provided the L4049 information including the FD millage. It is currently 1.95 mills. Leaving it that same rate will generate $470,914.00 total, using .45 mills for the payment on Truck #506 is $108,672.00 leaving the 1.50 mills for operating, $362,241.00. Mary Brown made a motion to approve the L4029 tax rate request form as presented with **FD Millage rate set at 1.95 mills**; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. A. Blackburn asked if the board should increase millage, knowing an additional truck is needed in the future. **Public Hearing closed at 7:07 pm**.

**County Commissioner: Jason Clement**: Absent

**Dave Drew's lot line adjustment appeal**: Mr. Drew did not show up to meeting (the board waited 30 minutes). No documentation was provided by Mr. Drews, only from Assessor Balazovic and Township Attorney Paul Slough. Mary Brown made a motion to deny Mr. Drew's appeal; second by Jeff Bergel. **Rollcall vote**: M Brown: Yes; D Pallarito: No; D Matelski: Yes; J Brown: Yes; J Bergel: Yes. **MOTION CARRIED by majority vote.**

**Willobee Land division**: Documents provided by Assessor Balazovic for review. Jerry Brown made a motion to approve the Land Division; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

**Supervisor's Report:** Supervisor Matelski reported the irrigation has been done at the park, will now reach the pollinator garden, he will take care of the tree near there later this month. The park will be closing September 30th, the toilets will get pumped out by Spartan and Rae Anne will clean them, Dave will lock up for the season.

**Otsego County Road Commission amended Opal Lake Road Contract**: There is an additional 500' of road surface that was not included in the original agreement. The new total for Opal Lake Road, including Autumn Trail and Michaywe' Drive is $499,577.60. The Township's cost will be $249,788.80. Denise Pallarito made a motion to approve the amended agreement as presented; second by Jeff Bergel. 4 ayes (Matelski, Beregl, Pallarito & M Brown); 1 no (J Brown). **MOTION CARRIED by majority vote.**

**Sale of the old FD boat:** The boat has been at Mega Power Sports for sale all summer with no offers. Recently Great Lakes Energy has made an offer to purchase the boat in the amount of $18,500.00. Mary Brown made the motion to sell the boat for $18,500.00; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.
Mega Power Sports originally asked for a **10% commission** when the boat is sold, which they are not charging. Mary Brown made a motion to pay a $500.00 commission to Mega for the time they had in marketing and cleaning the boat; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

**Minutes:** Presented by Clerk Mary Brown for August 20, 2026 Regular Meeting and September 10th Special Meeting Minutes. A motion was made by Denise Pallarito to approve the regular meeting minutes; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote. Jerry Brown made a motion to approve the Special Meeting minutes from September 10th as presented; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

**Clerk's Report**: Presented by Clerk Mary Brown**:** Township Bills for the period August 21, 2026 to September 17, 2026; with a total of $1,911,369.35. This includes a check register for the Tax account July 1st through September 17th as required. Motion made by Jerry Brown to pay the township bills with a total as presented; seconded by Jeff Bergel. **MOTION CARRIED** by unanimous vote. A bill from Bound Tree was received in the amount of $151.10 after my report was done. Jerry Brown made a motion to pay the bill; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

**Election Commission**: Approval of Election Workers for the November 3rd election; list of workers presented for Early Voting, AV Counting Board and Election Day. Jerry Brown made a motion to approve the Election workers; second by Dave Matelski. **MOTION CARRIED** by unanimous vote.

**NEMCOC Membership Renewal**: We received a new NEMCOG Agreement with an invoice of $1,129.00, 3.5% increase, for fiscal year 2027. Mary Brown made a motion to approve the agreement for FY 2027; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

Clerk Brown requested permission to attend the **MAMC Masters Academy** in December. Denise Pallarito made a motion to allow the clerk to attend the class; second by Jerry Brown. **MOTION CARRIED** by unanimous vote.

**Treasurer's Report** presented by Treasurer Jerry Brown for month ending August 31, 2026**.** Motion made by Denise Pallarito to accept the Treasurer's report for August 31, 2026; second by Jeff Bergel. **MOTION CARRIED** by unanimous vote.

**Correspondence**: Letters from Dan Smith, NEMCOG and Gaylord School Superintendent.

**FIRE & EMS REPORT:** The Fire Chief gave his report: A total of 29 calls, 7 missed calls. Training will be on Interior Building Search, Forceable entry and EMS training. Update given on Thunder Over Waters. Some department members participated in the County Fire Departments walk from Center & Petoskey St to the Gaylord High School football stadium, then formed a tunnel for the home players to run through. Also attended the open house at Elmira/Warner FD new firehall. Chief would like permission to host Trunk or Treat on October 31st. Denise Pallarito made a motion to allow; second by Jerry Brown. **MOTION CARRIED** by unanimous vote. The County Park is also hosting Trunk or Treat on two weekends. Denise Pallarito made a motion to allow the FD participation; second by Jerry Brown. Chief Rooker presented rough estimate on a new tanker. Will try to get a couple more estimates for future consideration. Chief gave report on EMS Captain Zach Kusterer, he is having surgery tomorrow due to stage 3 cancer. The Fire Department would like to attend The Red Gala (supports FD/EMS members dealing with health issues) in Shelby Twp in December and is asking for costs to be in part covered by the township. Clerk thinks it is not a lawful expenditure but will check to be sure.

**Board Approval of new FD Members**: None

**TRUSTEES REPORT**:

**Denise Pallarito/Planning Commission**:

Trustee Pallarito reported the NEMCOG annual meeting is coming up and RSVP is required. Trustee Pallarito has been appointed to the NEMSCA Board, Budget & Finance Committee. The Planning Commission will be updating their by-laws.

**Jeff Bergel**: Trustee Bergel requested to attend the Fall Regional MTA Meeting at Tree Tops. Denise Pallarito made a motion to allow Jeff to attend class; second by Mary Brown. **MOTION CARRIED** by unanimous vote.

**Planning Commission Members: Issue on appointment made by Township Board**: Chair Tim Miller provided a letter to the Otsego Lake Township Board formally objecting to the recent appointment with the Planning Commission, done at the August 20th board meeting. The Planning Commission felt their input was not allowed as they never were provided with the applications that were turned in for the position. In the past, the Planning Commission always reviewed applicants before the Township Board voted on an appointment, and the members of the Planning Commission request we follow that process as we always have in the past. The Planning Commission also adopted Resolution #2026-12 Objecting to Exclusionary Township Board Appointment Process, this document was also provided to Township Board Members. Supervisor Matelski apologized and explained that two Planning Commission members were at the July and August Board meetings when this was discussed. Additionally, the Supervisor was having surgery, and it was Election time for the Clerk. It was an honest oversight. The member appointment would still have been the same even if it had gone in front of the Planning Commission as the Supervisor appoints.

**Iron Belle Trail Update**: Supervisor Matelski said Will Horsell was calling about the architectural drawing needed for the Trail Head, still expects the project to be completed this fall.

**Old Business**: None

**New Business**: None

**Public Comment on non-agenda items were heard**. None

**Board Comments**: Clerk Brown thanked Bob Holmes at Waters Motel for watering the flowers all summer long, they looked beautiful. He will not be able to do it again next summer. We will need volunteers.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Mary Brown Clerk
Approved at Board Meeting October 15, 2026