OTSEGO LAKE TOWNSHIP BOARD

APPROVED MEETING MINUTES

June 27, 2024

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, Parliamentarian Randy Stults, Constable Mike Coutant.

Roll call of Board Members Present: J Bergel; M Brown; D Matelski; D Pallarito; J Brown

Board Members Absent:

Conflicts of Interest: None

Additions to Agenda: Wreaths Across America

Supervisor's Report: The roads in Arbutus Beach Highlands are complete and are very nice. One complaint was addressed by Supervisor on the Kelly St. Lake property. The signs were put up Wednesday for the trail head parking only, someone removed the barricade that was in place and tossed it to the side. Supervisor Matelski asked about the mowing at the cemetery and trimming, stating it looked terrible and needs to be done better as he received complaints, also questioned the mowing at the trailhead. Jeff explains the many days of rain we have had recently causing a delay in mowing. Treasurer Brown said he received a call today saying how nice our park looks and the lawn looks good. The only concern was the garbage cans overfilling. The supervisor questioned if the cameras were back up yet. They are not but Deven Schermerhorn will assist Jerry with this to activate the cameras. There was a discussion on the rental agreements for park rental. The clerk will redo the rental agreement to include a $75.00 cleaning deposit to present at the next board meeting. We will also state in the agreement it is a nonrefundable rental fee.
Discussion on removal of the trash cans at the park. This has been an on-going talk of to remove them or not. Jerry Brown made a motion to remove all 8 trash cans at the park and store behind fire dept: second by Denise Pallarito. All ayes. **MOTION CARRIED**.

Otsego Lake Association: Regan Quaal, Mark & Laura Lambries gave an update on the fireworks for the Fourth of July on Otsego Lake. The lake association would like the board to consider donating for the fireworks as this brings a lot of people to our community and our businesses. Also gave information about weed control on Otsego Lake and the impact that would have if it got out of control. Treasurer Brown advised them to contact him if they want to talk about a special assessment for this as Bradford Lake is doing weed control that way. Clerk Brown explained the fire department's participation during the fireworks is an in-kind donation as they get paid for standby. We also do not budget for fireworks. She will investigate if this is a lawful expenditure as a community promotion.

Trash Bid Discussion: Supervisor reviewed the necessary timeline for the trash bid process. The invitation to bid was published in the paper. Sealed bids will be opened at a Special Meeting on July 30, 2024, at 1:00 pm.

Public Hearing for SAD No 1 Trash Collection purpose to correct error on date on original SA: Public hearing opened at 7:53 pm. Parliamentarian Stults explained the error in the original resolution. It

stated the five-year term ended on March 31, 2026; the correct date should have been 2025. We were advised by our attorney that the only way to correct the incorrect date in the Resolution is to adopt a new Resolution with the correct date.
Public comments for hearing: None

Public Hearing adjourned at 7:55 pm.

Resolution #2024-7 Correcting Resolution for Trash Collection in Otsego Lake Township: The resolution was read by the Clerk with the corrected term ending year of 2025, not 2026 as stated in original resolution. Mary Brown made a motion to adopt Resolution #2024-7, second by Jerry Brown.
Rollcall Vote: J Brown: Yes; Pallarito: Yes; Matelski: Yes; M Brown: Yes; Bergel: Yes.
Resolution declared adopted.

Meeting Minutes Presented by Mary Brown for May 16, 2024, regular meeting minutes and special meeting on June 3, 2024. A motion was made by Denise Pallarito to accept both meeting minutes as presented for May 16th and June 3rd: second by Jeff Bergel. All ayes. **MOTION CARRIED**. Mary Brown made a motion to accept the minutes for the Election Commission Special Meeting on June 4th; second by Jerry Brown. Both ayes (Matelski was absent). **MOTION CARRIED**.

Clerk's Report: Presented by Mary Brown**:** Township Bills for the period May 17, 2024, to June 20, 2024, with a total amount of $81,133.20. Motion made by Denise Pallarito to pay the township bills as presented; with total of $50,245.77 from the General Fund; $14,197.02 for the Fire Fund and $16,690.41 for Trash Fund, seconded by Jeff Bergel. All ayes: **MOTION CARRIED**. Since we rescheduled our June board meeting date, I have additional bills that came in totaling $24,029.18 to pay. MAMC Conference $300.00; Northwood Plumbing, for water softener $3226.50, for annual maintenance $386.50; Fire Truck repairs from CSI $19,896.18; MTA, UP Summit for Pallarito $320.00 Jerry Brown made a motion to pay the additional bills, second by Jeff Bergel. All ayes. **MOTION CARRIED**.
Reminder that our Public Accuracy test will be held on July 16th at 10:00 am. All Election Commission members are to participate. The Farmer's Market starts tomorrow noon to 5pm each Friday. Our Auditor, Dan Smith, will be at our July board meeting to present the audit results. Supervisor Matelski signed audit scope letter.

Fee Schedule amendment: Clerk Brown asked to add $50.00 fee to existing schedule for certifying cremains burial as required by the state. Motion made by Mary Brown to adopt amended fee schedule #2024-8; second by Jerry Brown.
Rollcall Vote: M Brown: Yes; Matelski: Yes; Bergel: yes; Pallarito: Yes; J Brown: Yes.
Amended Resolution declared adopted.

Addition to Resolution #2024-3 to include cremains certification for burial in the amount of $50.00. Motion made by Mary Brown to include $50.00; second by Jerry Brown. Denise Pallarito asked if it was ok for Mary to make that motion. Randy said no conflict.
Roll call vote: Matelski: Yes; J Brown: Yes; Pallarito: Yes; M Brown: Yes; Bergel: Yes
Amended Resolution declared adopted.

Clerk Brown requested payment for her time already certifying two cremains burial that she already certified on May 18th (over 2 hours there) and June 22nd. Denise Pallarito made a motion to pay Clerk $100.00 for the 2 certifications she has already done, second by Jerry Brown. All ayes. **MOTION CARRIED**.

Treasurer's Report presented by Jerry Brown**.** Motion made by Denise Pallarito to accept the Treasurer's report for May 31, 2024, second by Mary Brown. All ayes: **MOTION CARRIED**

FIRE & EMS REPORT: 28 total calls, 19 EMS, 9 Fire, 0 Missed Calls. The Fire Chief gave his report. Chief Schermerhorn reported the training for forcible entry was cancelled due to excessive heat. Open water rescue training was done on June 25th, 514 is back in service after repairs completed. The roof is leaking badly at the north building. Dave recommended Chief researched a company that does a spray on the roof and try to get an estimate.

CONSTABLE REPORT: Mike Coutant reported all establishments checked out.

PUBLIC COMMENTS: None

NEW BUSINESS: Wreathes Across America, Denise gave update on this program, they would hang the wreathes on our fence at the cemetery and remove them at no cost to the township. Mary Brown made a motion to allow Wreathes Across America to hand wreathes on our cemetery fence, second by Jerry Brown. All ayes. **MOTION CARRIED**.

OLD BUSINESS: Mary Brown asked about the required seeding of cleared area in cemetery per soil erosion permit?? Also how are we going to move forward with the parking lot? Right now, the project is not ARPA project and there is concern we may have to pay back the grant money if not used properly. Dave will research the cost of stone for the parking lot, thinks about $6,000.00.

TRUSTEE REPORT:

Denise Pallarito:

Denise gave an update on Wade Trim doing the topographic survey at the cemetery for $1800.00, also Wade Trim gave a bid of $5900.00 for engineering design, we need to establish boundary lines for any plan. There was a lot of discussion regarding the cost and how much we have in the budget for this project. Supervisor Matelski will contact Jason Caverson at Wade Trim tomorrow and bring information to our July meeting. Denise reported on House Bill 5699 that was passed in the middle of the night, it will change the date the board would be sworn in after an election starting in 2025, it will change to December 1st.

PLANNING COMMISSION: The Planning Commission met last month and Heather from NEMCOG was there. It is now required to include housing to be a part of the master plan. Heather suggested applying for a MISHDA grant to cover the additional expense. Motion made by Mary Brown to allow Trustee Pallarito apply for this grant in the amount of $3,000.00, second by Jerry Brown. All ayes. **MOTION CARRIED**.

Jeff Bergel:

Asked about the cemetery fee schedule for residents and non-residents. Mary explained the fees we charge. Jeff gave an update on trail head grant.

PARK & RECREATION COMMITTEE: An estimate to buy materials for putting up 7 entrance/exit signs at the trail in park in the amount of $146.63 with Mike Coutant and Jeff Bergel installing them was presented. Jerry Brown made a motion to allow the purchase for $146.63, second by Mary Brown. All ayes. **MOTION CARRIED**.

County Commissioner Jason Clement: Absent

Meeting adjourn meeting at 8:50 p.m.

Respectfully submitted,

Mary Brown

Mary Brown, Clerk

APPROVED
BY: Board DATE: 7-18-2024