

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY, MAY 14, 2018**

The regular meeting of the Otsego Township Board was held on Monday, May 14, 2018 at the Otsego Township Hall, 400 North 16th Street, Otsego, Michigan.

Members Present: Supervisor Winn, Clerk Squibbs, Treasurer Lunarde-Alexander, Trustees McPherson, Burns, Moll and Bumgart.

Members Absent: None.

The meeting was called to order at 7:00 p.m. by Supervisor Winn.

The Pledge of Allegiance was said.

Consent Agenda:

A motion by Squibbs with support by Winn was made to approve the consent agenda consisting of the April 9, 2018 Board Minutes, Agenda Items, and Payment of Bills in the amount of \$95,283.71.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde- Alexander, Squibbs, Winn.

No – None.

Motion carried.

Open Forum:

Gale Dugan was present from the Allegan County Board of Commissioners, he gave a brief update about items the County Board was working on.

Old Business:

None.

New Business:

1. **Resolution to Waive Penalties:** The Township Assessor, Patrick Couch, asked the board to consider a resolution to waive penalties for residents who fail to file a Property Transfer Affidavit in a timely fashion. Motion by Burns with support by Moll to adopt the resolution.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.

No – None.

Motion carried.

2. **Policy for Exemption from Property Taxes:** The Township Assessor provided a policy and application for charitable organizations wishing to have tax exempt status for their real property. Motion by Winn with support by Burns to adopt the policy and application.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.

No – None.

Motion carried.

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3. **Site Plan Approval – Ed Southwick:** Mr. Southwick submitted a site plan to the Planning Commission for review and approval. The plan is for commercial development of four parcels on M-89. The plans were reviewed by the Township Zoning Administrator and the Township Engineer and their comments were addressed and incorporated into the site plan presented to the Planning Commission. The Planning Commission approved the site plan at their May 7, 2018 meeting. Motion by McPherson with support by Lunarde-Alexander to approve the site plan.
Yes – 7, No – 0. Motion carried.

4. **Special Use Permit – Donald Field and Linda Darling-Field:** The applicants submitted a request to the Planning Commission for a Special Use Permit to operate a home based business. Mrs. Darling-Field provides spa services such as facials and massage to her clients from her home in the Southgate subdivision. The Planning Commission held a public hearing at their May 7, 2018 meeting. There were concerns from one neighbor regarding traffic and parking due to the business. The Planning Commission members advised Mrs. Darling-Field to place a sign closer to the front property line and have her clients use her driveway for parking. Motion by Squibbs with support by Burns to approve the Special Use Permit with the conditions that a sign be placed near the front property line to increase visibility for the business and clients are required to park in Mrs. Darling-Field’s driveway.
Yes – 7, No – 0. Motion carried.

Communications and Reports: The Board of Commissioners of Allegan County have declared May 2018 as Older American’s Month. Supervisor Winn informed the Board that Butch Bemis was having health issues which are preventing him from assisting Chuck at the cemetery.

Open Forum: Non Agenda Items: Residents living at 104th Avenue and 18th Street presented a problem they were having with a neighbor running a semi-truck in close proximity to their house. Supervisor Winn indicated he would consult with the Township Zoning Administrator to see what options were available to resolve the conflict.

In other business, the Board discussed the need for additional help for the Public Works Manager during the next several weeks. All the Township’s approved contractors are currently unavailable so there was discussion of hiring temporary, seasonal employees to assist the Public Works Manager. Motion by Squibbs with support by Winn to approve the Public Works Manager hiring temporary, seasonal workers for a rate of \$12 per hour at his discretion.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.

No – None.

Motion carried.

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With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 8:10 p.m.

Yes – 7, No – 0. Motion carried.

Joan Squibbs, Clerk

Bryan Winn, Supervisor

I, the undersigned Joan Squibbs, the duly qualified and elected Clerk for the Township of Otsego, Allegan County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular board meeting held on the 14th day of May, 2018.

Joan Squibbs, Clerk
Otsego Township