

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY, FEBRUARY 11, 2019**

The regular meeting of the Otsego Township Board was held on Monday, February 11, 2019 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 Winn with support by McPherson was made to approve the consent agenda consisting of the January 14, 2019 Board Minutes, Agenda Items, Budget Adjustments, and Payment of Bills in the amount of \$67,758.70.

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

No – None.

Motion carried.

Open Forum:

Representative Mary Whiteford gave a brief presentation on her activities in the State Legislature. Supervisor Winn asked if she could contact the MDEQ regarding the requirement for a concrete culvert on 19th Street. Gale Dugan was present from the Allegan County Board of Commissioners. Dustin Drabek from Decker Insurance Agency presented a proposal for insurance coverage.

Old Business:

1. **110th Avenue:** Two work orders were presented from the Allegan County Road Commission. Work Order LH 4012 authorizes the rehabilitation of two miles of 110th Avenue and 15th Street north of 110th Avenue to be completed in 2020. Work Order LH 4013 authorizes the crushing, shaping and resurfacing of two miles of 110th Avenue and 15th Street north of 110th Avenue to be completed in 2021.
Motion by Squibbs with support by Moll to approve the authorization of Work Order LH 4012 and Work Order LH 4013.
Yes – 7, No – 0. Motion carried.

New Business:

1. **Street Light Resolution:** A resolution was put forth to enter into a five year contract with Consumers Energy to install street lights at 19th Street and Jefferson Avenue, 18th Street and Jefferson Avenue and 19th Street and 103rd Avenue.
Motion by Burns with support by Winn to approve the Resolution Regarding Entering a Contract for Street Lighting.
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.
No – None.

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- Motion carried.
2. **Audit Authorization:** The township received a letter detailing the terms of our audit engagement with Siegfried and Crandall at a cost of \$9,900.
Motion by Winn with support by Burns to accept the letter of engagement from Siegfried and Crandall in the amount \$9,900 to perform the township audit.
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.
No – None.
Motion carried.
 3. **Charter Franchise Agreement:** Charter Communication presented a request for a cable television franchise renewal under the terms and conditions of the uniform Agreement established by the State of Michigan. We currently have an agreement with Charter Communications and receive a 3% franchise fee with no charge for Public, Educational and Government channels.
Motion by Squibbs with support by Winn to approve a renewal with Charter Communications to receive a 3% franchise fee to be collected from all cable customers serviced by Charter Communications for a term of 10 years.
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.
No – None.
Motion carried.
 4. **Salary Resolutions:** Salary resolutions for all board members were presented in advance of the annual meeting as required by state law. All positions are requesting to receive a 0% increase in their salaries.
Motion by McPherson with support by Moll to approve the presented salary resolutions with a 0% increase for all board positions.
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.
No – None.
Motion carried.
 5. **Board of Review Poverty Exemption Guidelines:** A resolution was presented to adopt poverty exemption income guidelines and asset test to be used at the 2019 March Board of Review.
Motion by McPherson with support by Lunarde-Alexander to adopt the poverty exemption income guidelines and asset test presented in the resolution.
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.
No – None.
Motion carried.
 6. **Dust Control Bids:** Motion by Squibbs with support by Winn to table discussion of dust control bids until the March meeting.
Yes – 7, No – 0. Motion carried.
 7. **Office Assistant Position:** The clerk and treasurer would like to increase the days an assistant is in the office. Our current assistant, Judy Root, works every Wednesday and every other Tuesday but there has been a significant increase in the volume of calls and foot

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traffic into the office and it would be beneficial to have more coverage in the office. Ms. Root plans on retiring next June so they would like to have a new person come in to be trained and fill in days. Julie Sagas, a local resident, is interested in the part-time position. Motion by McPherson with support by Moll to hire an office assistance to work approximately 16 hours per week at a rate of \$12 per hour with no additional benefits. Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn. No – None. Motion carried.

8. **Roadwork Discussion:** There was discussion about road work the board would like to have done in 2019. Motion by Burns with support by Moll to request a work order to repave 18th Street south of Jefferson, 104th Avenue between 18th and 19th Streets and 19th Street south of Jefferson to the township line. Yes – 7, No – 0. Motion carried.

Communications and Reports:

None.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 8:45 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 11th day of February, 2019.

Joan Squibbs, Clerk
Otsego Township