

March 14, 2016

The regular meeting of the Otsego Township Board was held on Monday, March 14, 2016 at the Otsego at the Otsego Township Hall. The meeting was called to order at 7:00 p.m. with the following members present: Supervisor Winn, Clerk Hunt, Treasurer Squibbs, Trustees Burns, Bumgart, McPherson and Moll.

The Pledge of Allegiance was said.

Consent Agenda: Motion by Hunt and supported by Winn to approve the consent agenda including bills, minutes, agenda items and the following budget adjustments:

2016 BUDGE ADJUSTMENTS

CEMETERY FUND:

Saturday burials (income) add \$400.00 for \$1400.00
Saturday burials (expense) add \$400.00 for \$1400.00

Extra help/salaries add \$1745.00 for \$43745.00
Phone add \$200.00 for \$1800.00
Building Maintenance add \$44.00 for \$2544.00
Grave markers add \$1.00 for \$801.00
Utilities add \$61.00 for \$1461.00
Maintenance – add \$1300.00 for \$6300.00
Saturday burials – add \$100 for \$1500.00
Liability insurance – subtract \$300 for \$5700.00
Contingency subtract \$3151 for \$6849.00

PUBLIC UTILITIES:

Phone – add \$800.00 for \$3500.00
Truck expense add \$540.00 for \$1540.00
Removal of trees – add \$50.00 for \$1050.00
Salaries – add \$600 for \$18600.00
Sewer flow – add \$18500 for \$328500.00
Grant Match – add \$3560 for \$23560
Contingency – subtract \$10,000 for 0
Misc. subtract \$3050 for \$1950.00
Legal – subtract 4000 for 1000
Equipment – subtract 1000 for 1000
Repair of lines – subtract \$6000 for 1000.00

GENERL FUND:

Capital Improvements hall – add \$490.00 for \$24140.00
Southgate lighting – add \$630.00 for \$1830.00
Trash pick-up – add \$2650.00 for \$38650.00
Recycling – add \$1007.00 for \$4007.00
Township hall – add \$2600.00 for \$36600.00
Contingency – subtract 7377.00 for \$7623.00

Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Open forum: Agenda items: None

Jon Campbell said renovations are being made to the courthouse and they are moving people around to the new jail.

Old Business: Insurance – The Ted Hartleb Agency has a broader program, they cover more claims than other agencies. They cover employment, zoning decisions that provide a higher and broader coverage. They also cover punitive damage. It is awarded to punish and the tax payers end up paying.

Motion by Hunt and supported by Burns to stay with the Ted Hartleb Agency for the liability. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Budgets: Fencing- A quote to replace the fencing by the steps including gates at the top and bottom was submitted by Kalamazoo Fence. To replace the fence by the building and two gates will cost \$1177.43.

Motion by Winn and supported by Moll to do section 1 and 3a for a total of \$1177.43. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Driveway: To do the driveway on the bottom parking lots and driveways would cost \$45,800 plus \$400 for the striping.

Motion by Hunt and supported by Burns to do all the driveways and parking lots plus the striping. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Lori has an issue with cemetery budget and the purchasing of a new lawn mower next year. Chuck told her that we are just putting money aside for the future and will not be purchasing one this next year.

Gun Plain is doing 107th Ave. paving. This goes into Hill Rd. This may be a good project for the new gravel with more aggregate since Hill Rd. is sandy. It would cost \$15,000 per mile for a total of about \$20,000. There may be about \$60,000 left in the road budget that we could do Ames, Morter and Earl for \$50,100.00

Motion by Hunt and supported by Moll to ask for a bid on Ames, Morter and Earl. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-no, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

New Business: Mowing bids: Mowing bids for the cemetery were submitted as follows:
Total Property Management - \$21,000
M n S Lawn Care - \$18,375.00
JH Maintenance - \$33,531.75

Chuck felt the low bid is all right.

Motion by Hunt and supported by Winn to approve the bid from M n S Lawn care in the amount of \$18,375.00 for the 2016 mowing. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Motion by Winn and supported by McPherson to accept the bid from Total Property Management in the amount of \$1800.00 for the public utilities. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-no, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Poverty Exemption Guidelines: The board of review uses the Federal Guidelines.

Otsego Township
RESOLUTION TO ADOPT POVERTY EXEMPTION INCOME
GUIDELINES AND ASSET TEST

WHEREAS, the homestead of persons who, in the judgment of the Assessor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Township of Otsego, Allegan County, adopts the following guidelines for the Assessor and Board of Review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested.
2. File a claim with the Supervisor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.

3. A valid drivers' license or other form of identification if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
5. Meet the 2016 Federal Poverty Income Guidelines.
6. The application for an exemption shall be filed after January 1, but before the day prior to the last day of board of review.
7. Comply with any additional eligibility requirements as determined by the Township board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The foregoing resolution offered by Board Member Squibbs and supported by Board Member Moll.

Upon roll call vote, the following voted "Aye":

McPherson, Burns, Moll, Bumgart, Squibbs, Hunt and Winn

"Nay": None

The Supervisor declared the resolution adopted.

Cynthia Hunt, Clerk

I, Cynthia Hunt, acting Clerk of the Township of Otsego, hereby certify that the foregoing resolution was adopted by the Board of said Township at the regular meeting of said board held on March 14, 2016, at which meeting a quorum was present by a roll call vote of said members as herein before set forth; that said resolution was ordered to take immediate effect.

Cynthia Hunt, Clerk

Motion by Squibbs and supported by Winn to adopt the asset test to exclude primary residence and \$50,000. Roll call vote showed: McPherson-yes, Burns-yes, Moll-yes, Bumgart-yes, Squibbs-yes, Hunt-yes, and Winn-yes. Motion carried.

Recycling: If we put the recycling on the ballot at \$36.00 per household the resident cannot opt out. If it does not pass we would still collect the \$25.00 per household.

Motion by Burns and supported by Squibbs to put the recycling on the ballot. Motion carried.

Planning Commission appointments: Motion by Hunt and supported by Winn to appoint Scott Reising and Mike Bosch to the planning commission for a 3 year term. Motion carried.

Communication & Reports: The annual meeting is Saturday, March 26, at 1:00 at the Otsego Township Hall. There was a 37% turnout with a total of 1526.

Open forum: Non-agenda items: Lynn asked how Larry Brown got his job. He is hired by the road commission. She stated that during the last snow storm her road was not plowed until 3:00 p.m. Mike Bumgart asked about contractor vs employee at the cemetery.

Petitions are due April 16, 2016

Bills were submitted as follows:

Cynthia Hunt	Wages	1868.31
Bryan Winn	Wages	1344.59
Joan Squibbs	Wages	1908.68
Karen Burns	Trustee	141.32
Lori Bumgart	Trustee	186.40
Matthew McPherson	Trustee	164.61
Richard Moll	Trustee	192.17
ING Life Insurance	Pension	150.00
Allegan County Health Dept.	Recycling	4006.43
Allegan County Treasurer	Home Depot tax refund	4050.21
AT & T	Phone	112.26
Bauckham, Sparks	Legal fees	1905.60
Charter Communications	Internet Service	80.00
Consumers Energy	Electric bills	1896.64
Deb Otte	Cleaning hall	150.00
Gordon Water Systems	Cooler rent	10.00
John Hancock	Pension	1083.34
Kar Laboratories	Water sampling	90.00
Lake Michigan Mailers	Assessment notices	800.00
Consumers Life Insurance	Life insurance	64.30
Michigan Gas Utilities	Gas/PU	49.06
Toothman Printing	Envelopes	178.20
Tractor Supply	Parts	59.95
Eildert Ridderbos	Assessing	49.87
Patrick Couch	Wages	470.30
Charles Cushman	Wages	1052.66
American Business	Copier contract	27.25
Allegan County Treasurer	Drains	275.12
Bob's True Value	Parts	108.32
City of Otsego	Water	115.80
Consumers Energy	Electric	12.03

Etna supply	Battery	184.59
F & V Operations	Professional Services	4313.62
Lock Master	Repin locks	40.00
City of Plainwell	Sewer flow	32020.41
River Town Enterprises	Setting machines	420.00
Steve's Excavation	Snow plowing	630.00
Smith's Tire	Back hoe tire remount	175.00
Schanz supply	Loader tires	1200.00
Steensma Lawn & Power	Parts	334.21
Verizon Wireless	Cell phone	40.01
Consumers Energy	Lighting districts	511.15
Fuel Management	Fuel/trucks	27.81
Kaechele Publications	Public notices	825.26
Professional Code	Inspections	1632.60
Prein & Newhof	Sewer sampling	116.00
Prein & Newhof	Grant engineering	4669.51
West Michigan Uniforms	Uniforms	45.36
Patrick Couch	Wages	470.30
Charles Cushman	Wages	614.07
Butch Bemis	Well house	575.00
Betsy Judge	Election worker	90.00
Carol Boulter	Election worker	90.00
C & H Immekus	Snow plowing	81.00
Cynthia Hunt	Election expenses	100.02
City of Otsego	Firemen fees	2171.95
Consumers Energy	Warning siren	9.99
Darcie Goodenough	Election chairman	203.50
Eradico Services	Pest service	204.30
Gale Dugan	Cemetery help	219.50
Jack Seiler	Election worker	90.00
Margaret Sunnock	Election worker	90.00
Nancy Mulder	Election worker	85.00
Nancy Schmitt	Election worker	100.00
Romilda Goswick	Election worker	170.00
Roberta Narlock	Election worker	90.00
Susan DeDoes	Election worker	105.00
Sally Hutchinson	Election worker	90.00
Stacy Rogers	Election worker	185.00
Sandra Seiler	Election worker	90.00
Judith Root	Election chairman	179.29
Tamara Hoppe	Election worker	69.26
Joan Squibbs	Election worker	48.45
AT & T Mobility	Cell phone	135.51
AT & T	Phone bills	388.21

Etna Supply	Parts	35.00
Governmental Business	Memory card	300.00.
Michigan Gas Utilities	Gas/PU	41.86
Otsego Community Ed	Community Ed	14000.00
Purchase Power	Postage	500.00
Suzanne Weber	Cemetery lots	175.00
Patrick Couch	Wages	470.31
Charles Cushman	Wages	614.07
Donald Root	Board of Review	162.18
Harold Immekus Jr.	Board of Review	170.00
Neil Browne	Board of Review	170.00
Judith Root	Wages	365.52
Cronen Signs	Wellhead signs	180.00
Fuel Management	Fuel/trucks	28.85
F & V Operations	Testing	465.75
H & H Painting	Paint	2522.00
Quill Corporation	Office supplies	398.46
Patrick Couch	Wages	470.31
Charles Cushman	Wages	687.16
MI Dept. of Treasury	State withholding	577.62
EFTPS	Federal withholding	3529.89
Butch Bemis	Painting lift station	800.00
Gale Dugan	Cemetery help	300.00
General Fund	Due from Cemetery	5758.82
General Fund	Due from PU	48625.47
General Fund	Due from Cemetery	300.00
General Fund	Due from PU	800.00

Motion by Winn and supported by Hunt to adjourn. Motion carried. Meeting adjourned at 8:17 p.m.