

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY, FEBRUARY 13, 2017**

The regular meeting of the Otsego Township Board was held on Monday, February 13, 2017 at the Otsego Township Hall, 400 North 16<sup>th</sup> Street, Otsego, Michigan.

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

Members Absent: McPherson.

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 January 9, 2017 Board Minutes, Payment of Bills in the amount of \$56,532.59 as presented and an amended Agenda with the addition of a plat amendment request.

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

No – None. Absent – McPherson.

Motion carried.

**Open Forum:**

Fire Chief Brandon Weber was present and spoke about the projected cost to replace the Township's grass truck. He indicated he is having difficulty getting vendors to respond to the Fire Department's request for quotes. He has received only one quote for \$159,000 but feels there is some room to negotiate on the price. This will be an ongoing process.

**Old Business:** None.

**New Business:**

1. **Salary Resolutions:** The Township Board is required to present salary resolutions thirty (30) days prior to the Township Annual Meeting which falls on March 25, 2017. Salary resolutions were prepared for each office of the Board requesting increases of 0% for each of the Township offices. The Supervisor salary would remain at \$18,828.60, the Clerk and Treasurer salaries would remain at \$28,972.23 and the Trustees salaries would remain at \$2,422.08 for the 2017/2018 fiscal year. These salaries must be voted on and approved at the annual meeting. Motion by Moll with support by Burns was made to approve the salary resolutions for all board members.

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

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY, FEBRUARY 13, 2017**

No – None. Absent – McPherson.  
Motion carried.

2. **Board of Review Resolutions:** A resolution was put forth to alter the date of the March Board of Review at the request of the Township assessor. A motion by Burns with support by Moll was made to approve changing the starting date of the March Board of Review to Wednesday, March 15, 2017.

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

No – None. Absent – McPherson.  
Motion carried.

A second resolution was put forth to adopt the poverty exemption guidelines and asset test for the Board of Review to use in determining poverty hardship exemptions.

Motion by Burns with support by Moll to approve the presented guidelines.

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

No – None. Absent – McPherson.  
Motion carried.

3. **Board of Review Member Appointments:** Board of Review members are required to be appointed every two years beginning in the odd year. Motion by Squibbs with support by Moll to appoint Harold Immekus, Neil Browne and Dion Livingston to serve two year terms on the Board of Review.

Yes – 6, No – 0, Absent – 1. Motion carried.

4. **New Copier, Purchase/Lease:** A quote was presented to the Board for the purchase or lease of a color copier for the Township office. Clerk Squibbs indicated it would be desirable to have copier/fax/scanner with color capability. The current copier in the office was purchased three years ago. The price quoted was \$3,900 for a refurbished unit or \$4,900 for a new unit which includes a five year service contract. Board members requested additional information about prices and references regarding reliability be obtained before making a decision. Motion by Winn with support by Moll to table discussion until the next Board meeting.

Yes – 6, No – 0, 1 – Absent. Motion carried.

5. **Insurance Quote:** A proposal was received from the Ted Hartleb Agency to provide municipal insurance coverage from EMC Insurance Company. This would be a renewal of our current policy. The annual premium would be \$20,419 which is a \$268.00 increase from last year's policy. Motion by Moll with support by Winn to approve the proposed municipal insurance package provided by EMC.

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

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY, FEBRUARY 13, 2017**

No – None. Absent – McPherson.  
Motion carried.

6. **Website revision quote:** A quote was received to update the Township website. After discussion of the current website quality and cost versus the proposed quality and cost there was no support to entertain a motion to revise the website.
  
7. **Letter of Support for New Regional Recycling Station:** Ben Williams of the Allegan County Resource Recovery Program is exploring the possibility of adding an additional recycling site located on M-89 Highway just east of the City of Allegan. He asked township boards to submit letters indicating their interest or support of adding this additional facility. Clerk Squibbs prepared a letter of support for the Board's approval. Motion by Burns with support by Moll to approve the prepared letter of support to be sent to Allegan County Resource Recovery.  
Yes – 6, No – 0, Absent – 1. Motion carried.
  
8. **Road Work Discussion:** There was preliminary discussion of road projects the Township anticipates working on in the next year. Supervisor Winn will submit a list of roads to the Allegan County Road Commission to obtain price bids for potential paving projects. Bids for calcium chloride and oil brine were discussed.  
Motion by Burns with support by Squibbs accept a bid from GLC Liquidow to provide 38% calcium chloride applied two times to all gravel roads north of M-89 Highway at \$0.564 per gallon.  
Roll Call: Yes – Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.  
No – None. Absent – McPherson.  
Motion carried.  
Motion by Burns with support by Lunarde-Alexander to accept a bid from Southwestern Michigan Dust Control to provide three applications of oil brine to all gravel roads south of M-89 Highway at \$4000.00 per application.  
Roll Call: Yes – Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.  
No – None. Absent – McPherson.  
Motion carried.  
Motion by Moll with support by Lunarde-Alexander to apply 22A gravel on 105<sup>th</sup> Avenue and 21A on 20<sup>th</sup> Street per Allegan County Road Commission recommendations at prices previously negotiated with Roger Smith.  
Roll Call: Yes – Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.  
No – None. Absent – McPherson.  
Motion carried.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY, FEBRUARY 13, 2017**

It was decided that further decisions on any road work to be done would be dependent on the amount available in the upcoming budget. A special meeting was scheduled for Monday, February 27, 2017 at 7:00 p.m. to review preliminary budgets.

9. **Plat Amendment:** The Board received a request to approve a minor amendment to two lots in the James Clark Subdivision. The request to adjust the property line is being made to correct an encroachment of an existing accessory building on the property line between two parcels. The property owners have reached an agreement to transfer eight (8) feet from Lot 6 to Lot 5 of the subdivision. The adjusted lot will be a legally nonconforming lot and buildable subject to all zoning requirements. Motion by Winn with support by Moll to approve the lot line adjustment.  
Yes – 6, No – 0, Absent – 1. Motion carried.

**Communications and Reports:**

Information was received regarding a Medical Marijuana Information Session presented by the Allegan County Substance Abuse Prevention Organization. The session will be held on March 9, 2017 and any township officials are invited to attend. We also received notification from the Department of Licensing and Regulatory Affairs regarding the transfer of a liquor license at the Samuel Mancino’s restaurant and application for a SDM class liquor license for the Mobil Station located on Jefferson Road. These notifications are for information only, with no action required by the board.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 8:35 p.m.  
Yes – 6, No – 0, Absent – 1. 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 13<sup>th</sup> day of February 2017.

---

Joan Squibbs, Clerk  
Otsego Township