

**DRAFT MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY, FEBRUARY 8, 2021**

The regular meeting of the Otsego Township Board was held on Monday, February 8, 2020 at the Otsego Township Hall, 400 North 16th Street, Otsego, Michigan.

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

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 McPherson with support by Lunarde-Alexander was made to approve the consent agenda consisting of the December 14, 2020 Board Minutes, Agenda Items, Budget Adjustments indicated in Journal Entry #6371 and Payment of Bills in the amount of \$344,388.40.

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

No – None

Motion carried.

Open Forum:

Fire Chief Weber gave a report on training and equipment.

County Commissioner Dugan gave report on January 28th meeting and mentioned that the Kalamazoo River Citizens Advisory Group is looking for more members if anyone is interested.

Old Business:

Trash Pickup Discussion: Motion was made by Winn with support from Lunarde-Alexander to accept April 5th – 9th and a date in late August/early September for the second date.

Roll Call: Yes-Moll, Burns, McPherson, Colin, Lunarde-Alexander, Bumgart, Winn

No- None.

Motion carried.

Excel-Deal LLC. Plans: Due to information regarding the final plans came in the same day as the meeting, a motion was made by Winn with Support from McPherson to table until March meeting.

Aye – All

Nay – None

Motion carried.

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New Business:

Allegan County Legal Assistance Center: There was a motion made by Winn with support from McPherson to not provide financing due to advice from auditor.

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

No – None.

Motion Carried.

PA 116-VandeBunte: There was a motion made by Winn with support from Moll to grant PA116 to VandeBunte LLC..

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

No- None.

Motion Carried.

Poverty Exemption Adoption: There was a motion made by McPherson with support from Winn to accept resolution as presented.

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

No – None.

Motion Carried.

Alternate Dates Board of Review: There was a motion made by Winn with support from McPherson to accept the resolution for alternate dates for March Board of Review.

Aye – All.

No – None.

Motion Carried.

Salary Resolutions: A motion was made by McPherson with support from Burns to accept the supervisor salary resolution with a 0% increase.

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

No: None.

Motion Carried.

A motion was made by Winn with support from Burns to accept the clerk salary resolution with a 0% increase.

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

No: None.

Motion Carried.

A motion was made by Winn with support from Burns to accept the treasurer salary resolution with a 0% increase.

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

No: None.

Motion Carried.

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A motion was made by Winn with support from Burns to accept the trustee salary resolution with a 0% increase.

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

No: None.

Motion Carried.

Bid-Dust Control: A motion was made by McPherson with support from Lunarde-Alexander to accept the bid from SWB. For the south side of the Township.

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

No: None.

Motion Carried.

Motion was made by Winn with support from McPherson to accept price put forth by the county.

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

No: None.

Motion Carried.

Bid-Gravel: Due to the paperwork from the ACRC being incorrect a motion was made by Winn with support from McPherson to table the gravel bids until we the correct work order from the ACRC.

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

No: None.

Motion Carried.

Bid-Paving: A motion was made by Winn with support from Burns to go ahead with the paving projects work order as presented by the ACRC.

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

No: None.

Motion Carried.

Sigfried Crandall PC-Engagement for Audit: Motion by McPherson with support from Lunarde-Alexander to accept engagement for audit.

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

No: None.

Motion Carried.

Prein & Newhof-Professional Services Agreement for General Engineering and Waste Water Sampling: A motion made by Winn with support from Moll to accept the Prein & Newhof services agreement as presented.

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

No – None.

Motion Carried.

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Corrpro Annual Service Agreement: A motion was made by McPherson with support by Lunarde-Alexander to accept the Corrpro Annual Agreement.

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

No: None.

Motion Carried.

Insurance Valuations: A motion was made by Winn with support from McPherson to accept the valuations as presented with the ability to add the Alano Club if need be.

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

No: None.

Motion Carried.

Communications and Reports:

ACRC sent over a copy of the 2021 Allegan County Area Primary Road Millage.

Clerk Colin shared preliminary budget information.

Supervisor Winn shared a statement regarding med runs. The entire supervisor statement is incorporated by reference as Attachment A to these minutes.

With no further business before the Board, a motion by Winn with support by McPherson was made to adjourn the meeting at 8:34 p.m.

Yes – 7, No – 0. Motion carried.

Jen Colin, Clerk

Bryan Winn, Supervisor

I, the undersigned Jen Colin, 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 8th day of February 2021.

Jen Colin, Clerk
Otsego Township

Supervisor Statement Attachment A

On March 2nd 2020 I made a motion during our budget discussion to stop all Med runs by the Otsego Fire Department as of July 1st 2020. The motion was carried 6 to 1 (see attached minutes 3/2/2020)

At this time many people spoke up and stated that this decision should be made by the people. At this time the board also received a letter from the DR who signs the license that allows OFD to make these calls.

At the August 10th 2020 meeting I made a motion to extend the med run payments to OFD through 9/30/2021, at which time we agreed to add a millage proposal to the November 3rd 2020 ballot to be voted on by the township residents. This outcome would determine the future of Med runs thereafter as the 20/21 budget year already included the amount to fund the runs through 9/30/2021.

The November 3rd 2020 proposal was defeated by approximately 140 votes (see attached minutes from August 2020 containing motion and Ballot language resolution)

There has recently been a lot of talk from a sitting City Official and high-ranking officer as well as other fire department members that there was a millage voted on and passed in the township in 2016 which is not accurate. (attached are copies of the city proposal request from 2016 which I believe was passed... as well as the TWP millage for trash and recycling.)

Additional points also attached:

- Otsego Township ballot resolution from 2018 for fire operating purposes
- Fire service agreement from October 9th 2000 Recital A Fire Protection, Service agreement between OFD and Watson TWP Recital B -Fire and first responder services which establishes a difference in the 2 thus not covered under fire protection which expired in 2009.

** The motion made March 2nd 2020 was never rescinded only extended to accommodate the November 3rd election at which time the voters have spoken **

Thank you,

**DRAFT MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY, MARCH 2, 2020**

Capital Project Proposal: Mike Schwartz presented information about capital improvement projects. Hazelwood subdivision has tested positive for PFAS and may be eligible for a grant project to install public water. The Board also is considering extending public utilities to the Bridge Acres subdivision and completing looping projects for the water system. Prein and Newhof presented a proposal to perform the preliminary engineering and prepare the application to be submitted to USDA Rural Development for their low interest loan program. Motion by Burns with support from Moll to approve the proposal from Prein and Newhof to begin the preliminary engineering and application process.

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

No – None.

Motion carried.

Budget Discussion: Preliminary budgets were presented to the board members. There was a request for more information regarding the cyber liability insurance and the impact of Public Works Manager Cushman being appointed Operator-In-Charge for the water system. There was discussion regarding medical runs being provided by the Otsego Fire Department. The Township is under contract with Plainwell EMS to provide ambulance service to the residents with a response time equivalent to the response time from the fire department. Motion by Winn with support from Squibbs to stop having the Otsego Fire Department

~~respond to Priority 1, 2 or 3 medical runs effective July 1, 2020.~~

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

No – Bumgart.

Motion carried.

Communications and Reports:

None.

With no further business before the Board, a motion by Winn with support by Squibbs was made to adjourn the meeting at 10:00 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 2nd day of March, 2020.

Joan Squibbs, Clerk
Otsego Township

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY, AUGUST 10, 2020**

The regular meeting of the Otsego Township Board was held on Monday, August 10, 2020 at the Otsego Township Hall, 400 North 16th Street, Otsego, Michigan.

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

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 Lunarde-Alexander was made to approve the consent agenda consisting of the July 13, 2020 Board Minutes, Agenda Items and Payment of Bills in the amount of \$90,817.50.

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

No – None.

Motion carried.

Open Forum:

No comments were made.

Old Business:

Sewer/Water Project Update: Mike Schwartz was present from Prein and Newhof to give a presentation on the process for the application for a USDA/Rural Development loan. Andy Campbell was present from Baker Tilly Financial Advisors to provide information on the financial aspect of creating the project. An explanation was given for the two options of financing the costs associated with the individual parcels in the project through either the creation of a special assessment (involuntary) district or a voluntary hookup program and Mr. Campbell indicated the funds would probably be a combination of loans and/or grants to pay for the construction costs. A decision about how the Township will proceed will be needed after the application is submitted to and reviewed by USDA/Rural Development.

Fire Department/Medical Runs: A letter was received from the City of Otsego requesting decision regarding the provision of medical first response by the Otsego Fire Department to the residents of Otsego Township.

Motion by Winn with support by Bumgart to continue to pay for medical first response by Otsego Fire Department to the residents of Otsego Township through the next licensing period with extends from October 1, 2020 through September 30, 2021.

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

No – None.

Motion carried.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD
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Public Works Employee: Interviews of candidates for the full-time position in the Public Works Department were conducted by Bryan Winn, Chuck Cushman and Karen Burns. The Township received five applications for the position and selected three individuals to interview. A recommendation to the Board was made to hire Todd Sturgis. Motion by Squibbs with support by Winn to offer the position of Public Works Employee to Todd Sturgis with a starting wage of \$19.50 per hour for the first three months, increasing to \$20.00 per hour and \$600 per month payment in lieu of health insurance. Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn. No – None. Motion carried.

New Business:

ZBA Appointments:

Motion by Winn with support by Moll to appoint Tom Burns, Zana Williams and Chet VanderPloeg to the Zoning Board of Appeals through 2023. Yes – 7, No – 0. Motion carried.

110th Street Reconstruction Bid: Received a bid from the Allegan County Road Commission to complete reconstruction/rehabilitation of 110th Avenue from 12th to 15th Street and 15th Street from 110th Avenue to 111th Avenue. The lowest bid exceeds the amount budgeted in this fiscal year for road reconstruction. Money budgeted for repaving can be reallocated to construction but will still be insufficient to cover the entire amount of the bid.

Motion by Winn with support by McPherson to accept the bid from Brenner Excavation in the amount of \$532,683.40 contingent upon ACRC deferring a portion of the payment until the next Township fiscal year.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn. No – None. Motion carried.

Ballot Language Resolution: A resolution was presented to the Board to place a proposal on the November 2020 ballot requesting up to 2 mills in new taxes to fund public safety costs within the Township. Money raised from this millage would pay for fire services, medical first response, a contract deputy from the Allegan County Sheriff Department and ambulance services.

Motion by McPherson with support from Winn to adopt the resolution to place a proposal on the November 2020 ballot requesting up to 2 mills for public safety in the Township.

Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn. No – None. Motion carried.

Communications and Reports:

The August 2020 ballot proposal to increase the recycling surcharge to \$50 per year for the next ten years passed.

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Supervisor Winn indicated there is a need for Board of Review members and asked board members help in seeking interested people for the positions.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 9:02 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 10th day of August, 2020.

Joan Squibbs, Clerk
Otsego Township

2016 Ballot Proposals

CITY OF OTSEGO DEDICATED PUBLIC SAFETY MILLAGE

Shall the City of Otsego levy a total of two mills (\$2.00 per \$1,000.00 on taxable value of property located in the City of Otsego) for ten years beginning with the 2017 tax levy year and running through the 2026 tax levy year, which will raise in the first year of such levy an estimated revenue of \$182,785, to be used for the specified purpose of operating, maintaining, equipping and purchasing for the City's police and fire departments and any other public safety purpose authorized by law? If approved, this would be a new additional levied millage.

OTSEGO TOWNSHIP PROPOSAL FOR THE FUNDING OF WASTE REDUCTION PROGRAMS AND FOR THE COLLECTION OF MATERIALS FOR RECYCLING

To continue and expand solid waste reduction programs under the Allegan County Solid Waste Management Plan, shall Allegan County, pursuant to 1989 PA 138, as amended by 2005 PA 69, impose an annual mandatory surcharge on all households in Otsego Township in the amount of \$36 per household per year for a period of five years (2016–2020, inclusive) to cover operational costs of the programs and to be distributed to Allegan County to fund the collection of materials for recycling including, but not limited to, recyclable materials, household hazardous wastes, tires, batteries, as provided in the Allegan County Solid Waste Management Plan?

OTSEGO TOWNSHIP

RESOLUTION TO ADOPT MILLAGE BALLOT LANGUAGE

WHEREAS, the Township Board of Otsego Township wishes to continue to provide fire protection and solid waste disposal services to its citizens; and

WHEREAS, the electors in Otsego Township have in the past authorized special millages to finance these services; and

WHEREAS, the voter authorized special millages for fire protection and solid waste disposal services will expire unless renewed by the Township electors;

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

The Township Board of Otsego Township approves the following millage ballot question language and directs the Clerk to submit it to be placed on the August 7, 2018 election ballot:

Otsego Township Fire Operating Millage Renewal

Shall the previously voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Otsego Township of .5 mills (\$0.50 per \$1,000 of taxable value) be renewed and the Township be authorized to levy up to .5 mills (\$0.50 per \$1,000 of taxable value) for 5 years, 2018 through 2023 inclusive, for fire operating purposes, raising an estimated \$86,695.00 in the first year the millage is levied?

Otsego Township Solid Waste Disposal Millage Renewal

Shall the previously voted increase in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution in Otsego Township of .25 mills (\$0.25 per \$1,000 of taxable value) be renewed and the Township be authorized to levy up to .25 mills (\$0.25 per \$1,000 of taxable value) for 5 years, 2018 through 2023 inclusive, for solid waste disposal purposes, raising an estimated \$43,347.00 in the first year the millage is levied?

The foregoing resolution offered by Township Board Member Rick Moll and supported by Board Member Bryan Winn at a meeting on April 9, 2018.

Upon roll call vote the following voted "Aye": McPherson, Burns, Moll, Bumgart, Squibbs, Winn; "Nay": None; "Absent": Lunarde-Alexander.

The Township Supervisor declared the resolution adopted.

**FIRE SERVICE AGREEMENT BETWEEN
CITY OF OTSEGO
AND
TOWNSHIP OF OTSEGO**

This Fire Service Agreement is made as of OCT 9, 2000, between the City of Otsego, a Michigan home rule city, the address of which is 117 Orleans Street, Otsego, Michigan 49078 (the "City"), and the Township of Otsego, a Michigan general law township, the principal address of which is 400 N. 16th Street, Otsego, Michigan 49078 (the "Township").

RECITALS

- A. The City and the Township have, for over 30 years, cooperated to provide fire protection services to their citizens and property owners.
- B. Due to changing conditions and its expiration, the 1970 agreement needs to be replaced and superceded.
- C. The parties wish to do so by this Agreement.

TERMS AND CONDITIONS

NOW, THEREFORE, in exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

1. City Administration. This Agreement is made for the purpose of providing a contractual relationship pursuant to which the parties will share in the cost of providing volunteer fire protection services to property located within their jurisdictions. The City shall have the obligation to administer the volunteer fire department, to operate and maintain facilities and equipment, and provide periodic reports to the Township Board and the City Commission regarding such administration, operation, and maintenance. While in this capacity, the City shall be the sole employer of all fire department personnel and shall be solely responsible for all administrative functions, including auditing, recordkeeping, and other functions, the City and the Township recognize the department is there to serve their mutual interest and, accordingly, unless it is advised that it must do so to comply with applicable laws, rules, or regulations, the City shall not make any changes in policies or procedures with respect to the fire department, other than very minor changes, without first consulting with the Township and providing the Township opportunity to comment upon any such proposed changes. Normally, such opportunity for comment should enable the Township Board to meet and act upon the proposed matter.

**FIRE SERVICE AGREEMENT AMONG
CITY OF OTSEGO, OTSEGO TOWNSHIP
AND WATSON TOWNSHIP**

This Fire Service Agreement is made as of June 5, 2003, between the City of Otsego, a Michigan home rule city, the address of which is 117 E. Orleans Street, Otsego, MI 49078 (the "City"), the Township of Otsego, a Michigan general law township, the principal address of which is 400 N. 16th Street, Otsego, MI 49078 ("Otsego Township") and the Township of Watson, a Michigan general law township, the principal business address of which is 1895 118th Ave., Allegan, MI 49010-9544 ("Watson Township").

RECITALS

A. The City and Otsego Township have, for over 30 years, cooperated to provide fire protection services to their citizens and property owners and, in 2000, they entered into a new agreement to do so (the "2000 Operations Agreement") which effectively created the relationship between them to operate the "Otsego Fire Department."

B. Watson Township wishes to have the Otsego Fire Department provide fire and first responder services in a portion of Watson Township.

TERMS AND CONDITIONS

NOW, THEREFORE, in exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

1. Fire and First Responder Service. The Otsego Fire Department shall respond to fire and first responder calls in the area of Watson Township described and depicted on the attached Exhibit A (the "Watson Township Fire Service Area").

2. Payment. Watson Township shall pay to the City the amount of \$500 for the first hour of any response to a fire or first responder call (beginning with the receipt of that call) and shall for each hour thereafter pay the City the actual cost incurred by the Fire Department for that call including all wages and other labor costs and the costs of all consumable goods and shall pay the rental rate described in Exhibit B for each hour thereafter. The flat rate first hour charge shall be adjusted at the rate of 3% per year for inflation and an adjusted Exhibit B shall be provided to Watson Township each year.

3. City Administration. Except as specifically provided in this Agreement, the City will administer this Agreement and the response to fire calls under this Agreement in the same manner as under the 2000 Operations Agreement. The City of Otsego and Otsego Township will be reimbursed proportionately based upon equipment used. For example, if only township