

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY FEBRUARY 14, 2022**

The regular meeting of the Otsego Township Board was held on Monday, February 14, 2022, at the Otsego Township Hall, 400 North 16<sup>th</sup> Street, Otsego, Michigan.

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

Members Absent: Trustee Moll.

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 January 10, 2022, Township Board meeting minutes, journal entries, bills in the amount of \$136,286.92 and Agenda Items as presented with the addition of lawn mowing bids.

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

No – None.

Absent-Moll.

Motion carried.

**Open Forum:**

County Commissioner Dugan was in attendance and presented the board with updates on the meetings held at the county level over the past month. This included information on how the county is planning to proceed with COVID information sharing as well as ARPA fund designation.

City Manager Aaron Mitchell was present and spoke to the board about the fire budget for the township's next fiscal year.

Fire Chief Weber was present and gave updates from the Otsego Fire department over the last month including staffing changes and maintenance done. He also explained how the department has evolved over the years to accommodate different needs in the community.

**Old Business:**

**Cost Recovery Ordinance:** A motion was made by McPherson with support by Lunarde-Alexander to adopt the Otsego Cost Recover Ordinance as presented. This ordinance allows the township the ability to recuperate some costs related to emergency services in the township.

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

No – None.

Absent-Moll.

Motion carried.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
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**New Business:**

**Administrative Assistant:** A motion was made by Winn with support by Burns to have the administrative assistant work 4 days a week for the rest of this fiscal year.

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

No – Bumgart.

Absent-Moll.

Motion carried.

**Case 22-01 Conditional Rezoning Request by Balwat, LLC:** There was a motion made by Winn with support by Burns to approve the rezoning request.

Aye- 6.

Nay-0.

Absent-1.

Motion carried

**Case 22-02 Special Use Permit for Revising a PRD Approved in 2007 by Balwat, LLC:** There was a motion made by Lunarde-Alexander with support by McPherson to approve the special use permit.

Aye- 6.

Nay-0.

Absent-1.

Motion carried.

**Case 22-03 Preliminary Site Plan Approval Request by Brad Boone:** There was a motion made by Burns with support by Colin to approve the preliminary site plan.

Aye- 5.

Nay-0.

Absent-1.

Abstain-Winn.

Motion carried.

**ACRC Work Order Culvert:** LH 400130 – 108<sup>th</sup> avenue, approximately 1,300' east of 15<sup>th</sup> street, replace existing 30" corrugated plastic pipe with 48" precast concrete pipe. Estimated cost: \$20,000 w/CE and OH \$23,000. A motion was made by Burns with Support by Winn to approve the work order.

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

No – None.

Absent-Moll.

Motion carried.

**ACRC Work Order Paving:** LH 400129 – 108<sup>th</sup> avenue, 15<sup>th</sup> street east to end of pavement, crush, shape and resurface with two courses of HMA 4E1 at 165 lb/syd, 5' gravel shoulders.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY FEBRUARY 14, 2022**

Estimated cost: \$165,000 w/CE and OH \$181,500. A motion was made by Winn with support by McPherson to approve the paving work order.

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

No – None.

Absent-Moll.

Motion carried.

**ACRC Work Order Gravel:** Gravel projects suggested are:

111<sup>th</sup> Avenue – 16<sup>th</sup> Street to 15<sup>th</sup> Street, approximately 0.50 mile, 500 cyd 22A Modified.

15<sup>th</sup> Street – 110<sup>th</sup> Avenue to 111<sup>th</sup> Avenue, approximately 0.50 mile, 500 cyd 22A Modified.

111<sup>th</sup> Avenue – 15<sup>th</sup> Street to 12<sup>th</sup> Street approximately 1.25 miles, 1,250 cyd 22A Modified.

14<sup>th</sup> Street – 111<sup>th</sup> Avenue to 112<sup>th</sup> Avenue, approximately 0.48 mile, 500 cyd 22A Modified.

A motion was made by McPherson with support by Burns to table this work order until we know what is going on with 15<sup>th</sup> street and 111<sup>th</sup> avenue.

Aye- 6.

Nay-0.

Absent-1.

Motion carried.

**Treasurer Salary Resolution:** The Township Board was presented with a resolution to establish the treasurer's salary for the upcoming fiscal year. The Treasurer was proposed to have a 0% increase for the next fiscal year.

A Motion was made by Burns with support by Winn to adopt the resolution reflecting a 0% increase in the Treasurer's salary for the next fiscal year.

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

No- None.

Absent-Moll.

Motion carried.

**Supervisor Salary Resolution:** The Township Board was presented with a resolution to establish the Supervisor's salary for the upcoming fiscal year. The Supervisor was proposed to have a 107% increase for the next fiscal year to reflect a 4 day per week, 4 hours per day schedule.

A Motion was made by Burns with support by Lunarde-Alexander to adopt the resolution reflecting a 107% increase in the Supervisor's salary for the next fiscal year.

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

No- Bumgart.

Absent-Moll.

Motion carried.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY FEBRUARY 14, 2022**

**Clerk Salary Resolution:** The Township Board was presented with a resolution to establish the Clerk's salary for the upcoming fiscal year. The Clerk was proposed to have a 45% increase for the next fiscal year to reflect the hours worked and expectations.

A Motion was made by Burns with support by Lunarde-Alexander to adopt the resolution reflecting a 45% increase in the Clerk's salary for the next fiscal year.

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

No- Bumgart.

Absent-Moll.

Motion carried.

**Trustee Salary Resolution:** The Township Board was presented with a resolution to establish the Trustees' salary for the upcoming fiscal year. The Trustees were proposed to have a 48% increase for the next fiscal year.

A Motion was made by McPherson with support by Bumgart to amend the resolution reflecting a 0% increase in the Trustees' salary for the next fiscal year.

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

No- Winn.

Absent-Moll.

Motion carried.

**Lawn Care Bids:** Property Revolution LLC. and M n S Lawn Care Services LLC. each provided a bid to do lawn care at both cemeteries for the Township's 2022/2023 fiscal year. A motion was made by Bumgart with support by Burns to accept M n S Lawn Care Services LLC bid because they are local, and the bid is written as the job is required.

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

No – McPherson.

Absent-Moll.

Motion carried.

**Communications and Reports:**

**Hartleb Insurance:** Supervisor Winn asked the board to look over the insurance proposal to see if it was necessary for a representative to come in next month or not.

**Preliminary Budget:** Supervisor Winn asked the board to review the very preliminary budgets as we prepare for our budget hearing next month.

**ARPA April Workshop:** Supervisor Winn suggested to the board that we have an April workshop outside of our normal meeting to discuss ARPA funds.

**Open Forum: Non-Agenda Items:**

Several residents spoke to the board regarding various things.

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
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With no further business before the Board, a motion by Burns with support by McPherson was made to adjourn the meeting at 9:50p.m.

Aye-6, Nay – 0, Absent-1.

Motion carried.

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Jen Colin, Clerk

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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 14<sup>th</sup> day of February, 2022.

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Jen Colin, Clerk  
Otsego Township