

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY MARCH 13, 2023**

The regular meeting of the Otsego Township Board was held on Monday, March 13, 2023, at the Otsego Township Hall, 400 North 16<sup>th</sup> Street, Otsego, Michigan.

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

Members Absent: Trustee Bumgart.

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 Lunarde-Alexander was made to approve the consent agenda consisting of the February 13, 2023, Township Board meeting minutes, journal entries, budget adjustments, bills in the amount of \$107,620.78.

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

No – None.

Absent- Bumgart.

Motion carried.

**Open Forum:**

County Clerk Genetski presented the clerk's report from 2021 and gave out information regarding property fraud protection that is free through the county. He also let everyone know that the circuit court records are all available online. He reminded the board that the election tabulators will likely have to be replaced in 5 years.

County Commissioner Dugan presented information from the meetings at the county over the past month and informed the board that even though some of the county clerk office is moving to the Dumont building, the county clerk will be the one that decides the location where election materials are delivered.

**Old Business:**

**M89 Bike Path:** No action was taken. Supervisor Winn is in contact with a company to get us a bid for the concrete.

**Phone Proposal:** Clerk Colin received a proposal from Airespring and from CCI South to change to a voice over internet phone system due to the many issues with the current phone lines. A motion was made by Lunarde-Alexander with support by Moll to accept the proposal from CCI South due to them already having a presence in Michigan.

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

No – None.

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Absent- Bumgart.  
Motion carried.

**Cemetery Mowing Bids:** Three bids came in for the cemetery mowing this year after it was opened up for rebidding last month. One from General Lawncare, New Life Property Care and one from M n S Lawn Care Services LLC. A motion was made by Lunarde-Alexander with support by Winn to accept the bid from General Lawncare.

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

No – None.

Absent – Bumgart.

Motion carried.

**Township Hall Security:** Lock Master installed the cameras today and will come in soon to do a walk through on how they work and how to use them. The key card access will be discussed at a later date due to it not needing immediate attention.

**New Business:**

**Balwat Site Plan Review:** There was a site plan review submitted to the planning commission for phase 2 of Southpointe Trails. Based on the planning commission's recommendation, there was a motion made by Winn with support by Lunarde-Alexander to approve the site plan review.

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

No – None.

Absent – Bumgart.

Motion carried.

**Lifting Beams For 12<sup>th</sup> St Lift Station:** The City of Plainwell sent over 2 bids for I Beams to help support the new chopper pumps at the 12<sup>th</sup> Street lift station. R.W. LaPine and W Soule submitted bids with W Soule being the cheaper of the 2. A motion was made by Burns with support by Moll to approve the bid from W Soule and to use the ARPA funds to pay for it.

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

No – None.

Absent – Bumgart.

Motion carried.

**BSA Cloud:** BSA is transitioning to a cloud-based operation from the current .Net modules. It will take around a year and a half to complete the process, but they are wanting to get municipalities signed up on the waiting list to help it move along as efficiently as possible. A motion was made by Winn with support by Burns to approve signing up for BSA Cloud and to use the ARPA funds to pay for the setup costs.

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

No – None.

Absent – Bumgart.

Motion carried.

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**Paving Projects:** The Allegan County Road Commission sent over work orders for potential paving projects for the township. A motion was made by Winn with support by Colin to approve work orders LH400180: Moon Dr/Jupiter Dr, 102<sup>nd</sup> Avenue to 13<sup>th</sup> Street resurface with one course of HMA 5EL at 190 lb/syd, 20' wide, 1' topsoil shoulders. 0.23 miles. Estimated cost \$33,000 w/CE and OH; LH400181: Ashland Street, 19<sup>th</sup> Street to end resurface with one course of HMA 5EL at 190 lb/syd, 20' wide, 1' topsoil shoulders. 0.08 miles. Estimated cost \$16,500 w/CE and OH; LH400182: Centennial Court, 13<sup>th</sup> Street to end, mill and resurface with one course of HMA 5EL at 190 lb/syd, 30' wide, 1' topsoil shoulders. 0.28 miles. Estimated cost \$49,500 w/ CE and OH; LH400183: Walden Drive/Poplar Ridge, 19<sup>th</sup> Street to Poplar Ridge, Walden Drive to 19<sup>th</sup> Street resurface with one course of HMA 5EL at 190 lb/syd, 20' wide, 1' topsoil shoulders. 0.47 miles. Estimated cost \$71,500 w/CE and OH.

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

No – None.

Absent – Bumgart.

Motion carried.

**Dust Control 2023:** The Allegan County Road Commission sent over the work order for dust control for the township for 2023 with Great Lakes Chloride covering the north side of the township and SWB Enterprise, LLC covering the southside of the township as has been done in prior years. A motion was made by Winn with support by Burns to approve the dust control work order with the 2 contractors through the county.

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

No – None.

Absent – Bumgart.

Motion carried.

**Assessing Position:** A motion was made to relieve Patrick Couch of his duties based on the closed meeting discussion in February 2023.

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

No – None.

Absent – Bumgart.

Motion carried.

**Assessing Contract:** Appraisals Plus Group, LLC. Submitted a contract to the township for assessing services. They have done assessing for the township in the past. A motion was made by Burns with support by Lunarde-Alexander to accept the contract with Appraisals Plus Group, LLC.

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

No – None.

Absent – Bumgart.

Motion carried.

**Employment Contract:** Appraisals Plus Group, LLC. Requires the township to hire their employee as a township employee for the Assessor of Record. The employee that they have

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assigned to Otsego Township is Lydia Paille. A motion was made by Winn with support by Lunarde-Alexander to approve the employment contract submitted by Appraisals Plus Group, LLC with Lydia Paille.

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

No – None.

Absent – Bumgart.

Motion carried.

**Per Diem Increase for Planning Commission and Zoning Board of Appeals:** There was a motion made by Winn with support by Lunarde-Alexander to approve the \$25 increases for the Planning Commission and Zoning Board of Appeals members.

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

No – None.

Absent – Bumgart.

Motion carried.

**Board Of Review Appointments:** A motion was made Winn with support by Lunarde-Alexander to reappoint Harold Immekus to the board of review.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

A motion was made Winn with support by Lunarde-Alexander to reappoint Neil Browne to the board of review.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

A motion was made Winn with support by Lunarde-Alexander to reappoint Earl Tom Dutton to the board of review.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

**Planning Commission Appointments:** A motion was made by Winn with support by Colin to reappoint Roger Rumble to the planning commission.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

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A motion was made by Winn with support by Colin to reappoint Brad Ade to the planning commission.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

A motion was made by Winn with support by Moll to appoint Noah Boyd to the planning commission.

Aye – 6.

Nay – None.

Absent – 1.

Motion carried.

**Upgrade Interior of Wellhouse:** Public Utilities Manager Cushman submitted a quote from Cherrington Builders to upgrade the walls in the wellhouse to make them more waterproof/resistant. A motion was made by Burns with support by Winn to approve the quote from Cherrington Builders to do the upgrade.

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

No – None.

Absent – Bumgart.

Motion carried.

**Communications and Reports:**

Supervisor Winn announced the bulk trash dates for April. Clerk Colin handed out budgets to the board for review before the annual meeting on March 25th. Supervisor Winn also announced that the M89 Streetlights are supposed to be going up in April.

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

A few residents were present and had various questions.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 8:53p.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

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proceedings taken by the Township Board of said Township at a regular board meeting held on the 13<sup>th</sup> day of March 2023.

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Jen Colin, Clerk  
Otsego Township