

**MINUTES OF THE SPECIAL ARPA MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY JUNE 19, 2023**

The special meeting of the Otsego Township Board was held on Monday, June 19, 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, Gudith, Bumgart, Burns.

Members Absent: None.

The meeting was called to order at 7:00 p.m. by Supervisor Winn.

The Pledge of Allegiance was said.

**New Business:**

**ARPA Discussion:** Otsego Township has received \$615,402.23 in ARPA funds from the federal government in response to the COVID 19 pandemic. It had to be applied for and the projects will have to be reported on yearly. The board has until 2024 to decide where and how the money will be spent and then the money must be spent by 2026. The board discussed several different options and opinions on how to best spend these funds for the community.

Listed are things that the board has already spent ARPA funds on as of today:

-Twp Hall replacement of furnace and air conditioner **\$9,150.00**

-Website redesign **\$2,250.00**

-Twp Hall parking lot repair and restriping **\$4,690.00**

-2 Chopper pumps for 12<sup>th</sup> Street Lift Station **\$32,128.20**

-I beam installation for chopper pumps **\$7,236.00**

-BSA Cloud **\$5,500.00**

-Xerox machine for Twp office **\$13,650.00**

**Total Spent \$74,604.20 leaving a balance of \$540,798.03.**

Capital improvements to the Township Hall were heavily discussed so that the money will not have to come out of the general fund in the future. Some of the capital improvements discussed were: updating the bathrooms to be hands free to help slow the spread of germs, new siding, windows, and doors to help with efficiency and replacing the basement floor as the tiles are lifting, a water cooler purchase instead of renting the current one, painting the basement, replacing the chairs in the basement, installing handicap door openers for the exterior doors, a standby generator for the township hall and digitizing documents. Supervisor Winn did contact a few different companies to get bids for replacing the siding,

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windows, doors, and roof. Only 1 bid came back and was from Property Revolution. He also contacted Home Depot about replacing the floor in the basement but has not received anything from them at this time. We also received a bid for painting the basement walls and a bid to paint the door frames of the anodized doors white to match the windows both items were bid by Cameruci Painting. Supervisor Winn is hoping to have bids to update the bathrooms within the next 60 days as well as for the handicap door opener installation. Trustee Bumgart brought up that we should look at raising the hall rental rates so that these updates in the future will be covered by the rental fees.

Cemetery improvements were also discussed. The Sexton Cushman looked at columbarium prices as previously discussed and found that for a phase 1 – a 144 niche columbarium would cost between \$90,000 and \$100,000. Trustee Bumgart also brought up that the bathroom at the cemetery should be updated as well, which led to a discussion about insulating the cemetery office as well.

Premium Pay for the Public Works employees was discussed as they were working face to face with the public during the pandemic. Clerk Colin is going to send out an hours worked report as well as the premium pay guidelines set by the ARPA rules.

There was discussion about the M89 path and if we should put money toward repaving that. Supervisor Winn has a couple of meetings coming up with some other supervisors in the area that have something similar where he is hoping to gain some insight on how they were able to connect with the state.

There was a motion made by Winn with support by Burns to approve to spend up to \$130,000 of the ARPA funds on columbariums.

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

No – None.

Absent- None.

Motion carried.

There was a motion made by Burns with support by Winn to approve to spend up to \$20,000 of the ARPA funds on a standby generator.

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

No – None.

Absent- None.

Motion carried.

There was a motion made by Moll with support by Burns to accept the bid from Property Revolution up to \$94,000 to come out of the ARPA funds.

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

No – None.

Absent- None.

Motion carried.

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

None.

Supervisor Winn set the next special meeting date for August 21, 2023 at 7pm at the Otsego Township hall.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 8:52p.m.

Aye-7, Nay – 0, Absent-0.

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 special board meeting held on the 19<sup>th</sup> day of June 2023.

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Jen Colin, Clerk  
Otsego Township