

**AMENDED MINUTES OF THE SPECIAL ARPA MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY AUGUST 21, 2023**

The special meeting of the Otsego Township Board was held on Monday, August 21, 2023, at the Otsego Township Hall, 400 North 16th Street, Otsego, Michigan.

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

Members Absent: Bumgart.

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 \$614,169.24 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 12th 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**

-50% of the Response vehicle for the Otsego Fire Department **\$10,855.19**

-30% down payment on the Property Revolution bid for Township Hall capital improvements
\$27,352.32

Total Spent \$112,811.71

Listed below are things that the board has designated ARPA funds to, but not yet spent:

-Remaining Property Revolution bid for Township Hall capital improvements **\$66,647.68**

-BSA Cloud remaining setup costs (up to) **\$35,730.00**

**AMENDED MINUTES OF THE SPECIAL ARPA MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY AUGUST 21, 2023**

-Columbariums (up to) **\$130,000.00**

-Standby generator for Township Hall (up to) **\$20,000.00**

Total Designated ARPA Funds \$252,377.68

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, 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. 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 also trying to get additional bids for the painting. Supervisor Winn has estimated the updates to the bathrooms being approximately \$10,000.00 per bathroom. He has not yet heard back on the handicap door opener installation costs.

Premium Pay for the Public Works employees was discussed as they were working face to face with the public during the pandemic.

There was discussion about the M89 path and if we should put money toward repaving that. Supervisor Winn has not had much luck getting information on costs for this project and believes that having the engineers begin will be the best option at this point.

Public Works Manager/Sexton Chuck Cushman has been looking into getting the standby generator for the township hall and realized that there are some additional costs due to needing to upgrade the size of the meter that will be needed as well as supply issues. There was a motion made by Winn with support by Burns to approve to increase the ARPA fund expense for the standby generator from \$20,000 to \$30,000.

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

No – None.

Absent- Bumgart.

Motion carried.

There was a motion made by Winn with support by Lunarde-Alexander to approve to spend up to \$20,000 of the ARPA funds on updating the bathrooms.

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

No – None.

Absent- Bumgart.

**AMENDED MINUTES OF THE SPECIAL ARPA MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY AUGUST 21, 2023**

Motion carried.

There was a motion made by Lunarde-Alexander with support by Moll to approve spending up to \$13,500 on replacing the basement flooring.

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

No – None.

Absent – Bumgart.

Motion carried.

There was a motion made by Lunarde-Alexander with support by Colin to approve spending up to \$9,000.00 of the ARPA funds on security for the exterior and vault doors.

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

No – None.

Absent- Bumgart.

Motion carried.

There was a motion made by Winn with support by Moll to approve spending up to \$15,000.00 of the ARPA funds on painting the basement and the exterior doors.

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

No – None.

Absent- Bumgart.

Motion carried.

There was a motion made by Winn with support by Burns to approve paying Chuck Cushman \$11,000.00 and Todd Sturgis \$9,000.00 in Premium Pay from the ARPA funds.

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

No – Gudith.

Absent- Bumgart.

Motion carried.

There was a motion made by Burns with support by Winn to approve allocating the remaining ARPA funds to the M-89 path reconstruction and engineering.

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

No – None.

Absent- Bumgart.

Motion carried.

Open Forum: Non-Agenda Items:

Sexton Chuck Cushman shared some color options for the columbarium with the board.

With no further business before the Board, a motion by Winn with support by Moll was made to adjourn the meeting at 7:58p.m.

Aye-6, Nay – 0, Absent-1.

**AMENDED MINUTES OF THE SPECIAL ARPA MEETING OF THE OTSEGO TOWNSHIP BOARD
HELD ON MONDAY AUGUST 21, 2023**

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 special board meeting held on the 21st day of August 2023.

Jen Colin, Clerk
Otsego Township