

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

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

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

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 Winn with support by Colin was made to move Bulk Trash from Communications and Reports up to Old Business and to approve the consent agenda with the change, consisting of the October 9, 2023, Township Board meeting minutes, journal entries, budget adjustments, bills in the amount of \$281,988.30.

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

No – None.

Absent- Moll.

Motion carried.

Open Forum:

County Commissioner Gale Dugan was present and gave the board updates from the meetings over the last month at the county level.

City of Otsego Fire Chief Weber was present and gave an update to the board on how things have been going at the fire department over the past month.

Old Business:

Amendment of August 21, 2023, Township Board Meeting Minutes: There needs to be an amendment to the August 21, 2023, township board meeting minutes to add the following motion, which was unintentionally left out of the typed minutes. “There was a motion by Lunarde-Alexander with support by Moll to spend up to \$13,500.00 of the ARPA funds on replacing the basement floor. Roll Call: Yes – Gudith, Moll, Burns, Colin, Lunarde-Alexander, Winn. No – None. Absent – Bumgart. Motion Carried”. Clerk Colin presented the handwritten minutes that originally included the motion for the board to reference.

A motion was made by Burns with support by Lunarde-Alexander to approve the amendment to the August 21, 2023, township board meeting minutes.

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

No – None.

Absent – Moll.

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

Motion carried.

Painting Quotes: The board received quotes from Cameruci Painting and Mark Adams for painting the basement. The Cameruci Painting quote was for \$9361.00 for 2 coats of paint and the Mark Adams quote was for \$4,000.00 with the option of an additional \$375.00 for also painting the wooden doors and frames.

A motion was made by Colin with support by Lunarde-Alexander to approve the quote for painting from Mark Adams including the \$375.00 for painting the wooden doors and frames.

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

No – None.

Absent- Moll.

Motion carried.

Cash Receipting Proposal: BS&A gave the township a proposal to add and implement the Cash Receipting module to the BS&A system that the township uses for \$3635.00. There were additional add-on options: a receipt printer for \$925.00, a cash drawer for \$275.00, an imaging scanner for 275.00, and a credit card reader for \$75.00. It was also recommended by the township's auditors to add this module.

A motion was made by Burns with support by Lunarde-Alexander to approve the Cash Receipting proposal, including the cash drawer and credit card reader, and to reallocate the remaining ARPA funds from painting the basement to this purchase.

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

No – None.

Absent- Moll.

Motion carried.

Bulk Trash: Supervisor Winn and Clerk Colin met with a representative from Waste Management to discuss the dispute of the July billing from the April bulk trash pickup. The result of the negotiations landed on the township should pay the full bill of \$104,750.58, not including any additional fees and that Waste Management and the township would mutually agree to walk away from the current contract with no further fees to the township. An informal version of this agreement was sent as an email to Clerk Colin and Supervisor Winn and presented to the board for approval.

A motion was made by Winn with support by Gudith to pay the invoice from July and mutually dissolve the contract with Waste Management upon receipt of the formal agreement.

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

No – None.

Absent- Moll.

Motion carried.

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

New Business:

Planning Commission Case 23-04 – Special Use Permit Request by Chance and Ashley

Collins: Chance and Ashley Collins submitted a special use permit request to operate a pet grooming salon out of their home located at 1780 112th Avenue. This request was already heard by the planning commission and recommended for approval to the township board. A motion was made by Winn with support by Burns to approve the special use permit as recommended by the planning commission.

Aye – 6.

Nay – 0.

Absent – 1.

Motion Carried.

Planning Commission Case 23-05 – Rezoning request by Michael and Anna Shaw: Michael and Anna Shaw submitted a request to have their property located at 1996 Jefferson Road comprised of approximately 5.04 acres, rezoned from AG to R-1 (low density single family residential). The planning commission has already heard the request and recommends approval to the township board based on the surrounding zoning and uses currently in place.

A motion was made by Burns with support by Lunarde-Alexander to approve the request to rezone parcel number 0317-021-068-00 from Agriculture (AG) to Low Density Single Family Residential (R-1) as recommended by the planning commission.

Aye – 6.

Nay – 0.

Absent – 1.

Motion Carried.

Public Utilities Vehicle Bids: The township placed the retired public utilities truck, a 2003 Chevy Silverado 2500 out for bid to the public with the starting bid being \$500.00. The sealed bids were to be submitted no later than 3pm on Monday November 13,2023 and were to be opened at the regular township board meeting. The township received 5 bids for the truck and were as follows: Bid 1 – Stephen D. \$1250.00, Bid 2 – Robert L. \$1551.00, Bid 3 – Brad M. \$3551.00, Bid 4 – Michael V. \$1201.00 and Bid 5 – Ruevin L. \$1502.01.

A motion was made by Burns with support by Colin to accept the bid from Brad McFanin for \$3551.00.

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

No – None.

Absent- Moll.

Motion carried.

CT Electrical Services Quote to Replace VFD: Public Utilities Manager Cushman requested a quote from CT Electrical Services for \$6250.00, to replace the VFD in well #1 due to the VFDs in the past potentially being the cause of motor failure. The motor in well #1 was just

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

replaced and Cushman is attempting to be proactive by replacing the VFD so that it will not burn up the brand-new motor.

A motion was made by Burns with support by Winn to approve the quote from CT Electrical Services to replace the VFD in well #1.

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

No – None.

Absent- Moll.

Motion carried.

December Meeting: It has come to the attention of Supervisor Winn that there will not be enough board members present to have a quorum for the December meeting. He wanted to see if the board wanted to reschedule the December meeting or just cancel the meeting as there is typically not pressing business on the December agendas.

A motion was made by Winn with support by Colin to cancel the December 11,2023 board meeting due to not having enough members present for a quorum.

Aye – 6.

Nay – 0.

Absent – 1.

Motion carried.

Communications and Reports:

Supervisor Winn informed the board that Prein & Newhof along with public utilities manager Cushman walked the M89 path and are getting information together.

Supervisor Winn stated that he would forward the PASER ratings from the county to Clerk Colin to disburse to the board.

Since the bushes around the township hall were removed to replace the siding and windows there was discussion on what should be done with that area around the building.

A motion was made by Burns with support by Winn to have rocks put in the area where the bushes were removed around the township hall.

Aye – 6.

Nay – 0.

Absent – 1.

Motion carried.

Supervisor Winn let the board know that the solid waste proposal that was on the November 7 ballot passed by 1 vote. He also said that Clerk Colin was notified that someone is planning to file a petition for a recount of the election, but they can not officially file until the canvass has been completed and the election has been certified. That is anticipated to be done Tuesday November 14, 2023.

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

Open Forum: Non-Agenda Items:

There were a few members of the public present and brought their concerns before the board.

With no further business before the Board, a motion by Winn with support by Colin was made to adjourn the meeting at 8:45p.m.

Aye-6, Nay – 0, Absent-1.

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 13th day of November 2023.

Jen Colin, Clerk
Otsego Township