

**MINUTES OF THE REGULAR MEETING OF THE OTSEGO TOWNSHIP BOARD  
HELD ON MONDAY, MARCH 13, 2017**

The regular meeting of the Otsego Township Board was held on Monday, March 13, 2017 at the Otsego Township Hall, 400 North 16<sup>th</sup> Street, Otsego, Michigan.

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

Members Absent: None.

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 Burns was made to approve the consent agenda consisting of the February 13, 2017 Board Minutes, February 27, 2017 Special Board Minutes, Payment of Bills in the amount of \$190,915.90 and the addition of the 2017 Budget Amendments.

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

No – None.

Motion carried.

**Open Forum:**

County Commissioner Gale Dugan was not present but did drop off information for the board members from the county commissioners. Fire Chief Brandon Weber was present and spoke about the projected cost to replace the Township's grass truck. This is an ongoing discussion. Supervisor Winn indicated he would arrange to speak with City Manager Thad Beard to further clarify priorities for equipment purchases at the Fire Department.

**Old Business:**

1. **New Copier:** Reviewed information presented by CW Technologies, references from clients of CW Technologies and compared prices for a similar piece of equipment from Office Depot. Motion by Bumgart with support by Winn to purchase a new HP CM4540 copier with a service contract which includes service for all other printers currently in use at the Township from CW Technologies at the price quoted of \$4,900.00.  
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.  
No – None.  
Motion carried.
  
2. **Preliminary 2017 Budgets:** The Public Utilities Budget was presented to the board for their review. Public Works Manager Cushman submitted a detailed breakdown of budget items for the board's review. A draft of the General Appropriations Act was presented and discussed, board members comments will be included in the final document which will be presented and approved at the Township Annual Meeting on Saturday, March 25, 2017.

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3. **Roadwork Discussion:** Supervisor Winn indicated the Safety Grant that had been applied for to improve the eastern portion of 108<sup>th</sup> Avenue has been denied. Supervisor Winn will contact the Allegan County Road Commission requesting development of an alternative plan to improve the safety and quality of the road. In further discussion, a motion by Squibbs with support by Moll was made to approve a work order for four miles of crack sealing to be done on 108<sup>th</sup> Avenue from M-89 to 15<sup>th</sup> Street and on 15<sup>th</sup> Street from 108<sup>th</sup> Avenue to 110<sup>th</sup> Avenue.

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

No – None.

Motion carried.

There was also a motion by Lunarde-Alexander with support by Winn to table discussion of additional gravel purchases to be shared with Watson Township for 112<sup>th</sup> Avenue.

Yes – 7, No – 0. Motion carried.

**New Business:**

1. **Plat Amendment:** The Board received a request to approve a minor amendment in the Gary Plat. The parcel currently has frontage on both 12<sup>th</sup> Street and Mary Street. The request is to create a vacant buildable lot with frontage on 12<sup>th</sup> Street. The proposed division creates two conforming lots which are buildable subject to all zoning requirements. Motion by McPherson with support by Lunarde-Alexander to approve the land division.  
Yes – 7, No – 0. Motion carried.
2. **Planning Commission Member Appointments:** Planning Commission members serve three year terms, with three members up for appointment each year. Motion by McPherson with support by Winn to appoint Ron Cade, Tammy Hoppe and Roger Rumble to serve new three year terms on the Planning Commission.  
Yes – 7, No – 0. Motion carried.
3. **Zoning Board of Appeals Member Appointments:** Zoning Board of Appeal members serve three year terms, with three members up for appointment this year. Motion by Squibbs with support by Lunarde-Alexander to appoint Chet VanderPloeg, Zana Williams and Tom Burns to serve new three year terms on the Zoning Board of Appeals.  
Yes – 7, No – 0. Motion carried.
4. **F & V Operations Contract:** The Township has a current contract with F&V Operations to provide operations and maintenance services for the Township's water system. This contract is reviewed and adjusted annually. F&V Operations is proposing an increase of 1.26% effective April 1, 2017 based on the annual Consumers Price Index. This will increase the base contract fee from \$4318.74 per month to \$4373.22 per month. Motion by Moll with support by McPherson to approve the proposed contract price increase.  
Roll Call: Yes – McPherson, Burns, Moll, Bumgart, Lunarde-Alexander, Squibbs, Winn.  
No – None.  
Motion carried.

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5. **Cemetery Fees Adjustment:** Public Works Manager Cushman presented to the Board information regarding the fees charged by Mountain Home Cemetery for lot sales and grave opening and closings. He feels that an increase in our fees is necessary to help ease the financial burden both to the city and the township, he also indicated the fees had not been increased since 2009. He is recommending an approximately 25% increase on all prices. Motion by Squibbs with support by Lunarde-Alexander to approve the fees recommended by Public Works Manager Cushman in document dated March 9, 2017.  
Yes – 7, No – 0. Motion carried.

**Communications and Reports:** None.

With no further business before the Board, a motion by McPherson with support by Winn was made to adjourn the meeting at 8:40 p.m.  
Yes – 7, No – 0. Motion carried.

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Joan Squibbs, Clerk

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Bryan Winn, Supervisor

I, the undersigned Joan Squibbs, 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 13<sup>th</sup> day of March 2017.

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Joan Squibbs, Clerk  
Otsego Township