

**OTSEGO LAKE TOWNSHIP  
BUDGET HEARING AND MINUTES  
March 20, 2014**

The hearing for the April 1, 2014 to March 31, 2015 fiscal year budget was called to order at 6:30 p.m. Budget was reviewed and questions were answered. Meeting adjourned at 7:00 p.m. The regular monthly board meeting was called to order by Supervisor Wagar at 7:00 p.m. with the Pledge of Allegiance. All board members present and fourteen audience members.

**CLERKS REPORT**

A motion was made by J. Brown to approve the minutes of the last meeting as presented. Seconded by M. Brown, motion carried. Bills for the General Fund of \$17, 475.74, Fire Fund \$23,048.21 and Trash Fund \$16,220.80. Trustee Brown voiced her opinion on a bill approved in January for a fire investigation class to be attended by a fire department member in the amount of \$948.75. This knowledge will not be utilized by the township as this is an area that is handled by the Fire Marshalls Office. A motion was made by M. Brown and seconded by J. Brown to approve paying the bills, motion carried.

**TREASURER'S REPORT**

**GENERAL FUND**

Beginning Balance	\$932,049.86
\$600,212.06	
Receipts	5,367.53
Disbursements	26,258.97
Ending Balance	\$911,158.42

**TAX ACCOUNT**

Beginning Balance	
Receipts	798,726.20
Disbursements	911,416.84
Ending Balance	\$487,521.42

**FIRE FUND**

Beginning Balance	\$152,833.40
11,753.38	
Receipts	761.51
Disbursements	6,411.25
Ending Balance	\$147,183.66

**TRASH FUND**

Beginning Balance	\$
Receipts	48,664.19
Disbursements	16,447.31
Ending Balance	\$ 43,970.26

A motion was made by Johnson to approve the treasurers report as read, seconded by M. Brown, motion carried. A motion was made by Wagar to allow the treasurer to attend an educational class put on by the Michigan Municipal Treasurers Association from May 5<sup>th</sup> thru the 9<sup>th</sup>. Cost is \$550.00. Seconded by Johnson, motion carried.

A motion was made by J. Brown to adopt the budget for fiscal year April 1, 2014 through March 31, 2015 by cost center. Seconded by M. Brown, motion carried. A resolution to set the salaries and pay scales of Otsego Lake Township was read into the record by Clerk Markovich. A motion to adopt the resolution was made by J. Brown and seconded by Johnson. Roll call vote; Johnson, aye; Markovich, aye; Wagar, aye; J. Brown, aye; and M. Brown, aye. All ayes resolution to set the salaries adopted. The resolutions to set the individual board members' salaries were read into the record. Supervisor annual salary to be set at \$19,446.00. Motion to adopt resolution made by J. Brown and seconded by Johnson; roll call vote - M. Brown, aye; J. Brown, aye; Wagar, aye; Markovich, aye; and Johnson, aye. All ayes resolution adopted. Clerk \$26,546.00. Motion to adopt resolution made by Johnson and seconded by J. Brown, roll call vote; J. Brown, aye; Wagar, aye; Markovich, aye, Johnson, aye; and M. Brown, aye. Motion to adopt resolution carried. Treasurer salary at \$26,546.00. Motion to adopt made by Johnson and seconded by M. Brown. Roll call vote; Markovich, aye, Johnson, aye; Wagar, aye, J. Brown, aye and M. Brown, aye. Motion to adopt resolution carried. Trustees (2) 3,927.00 each. Motion to adopt made by Wagar and seconded by J. Brown. Roll call vote; j. Brown, aye, M. Brown, aye, Johnson, aye, Markovich, aye and Wagar, Aye. Motion to adopt the resolution carried.

#### EMERGENCY SERVICES MANAGER

Brown would like to see the management of the fire department return to the way it was before responsibilities were split between the Fire Chief and EMT coordinator, and would like to see pay reset as it used to be at \$825.00 per month for chief, and EMS coordinator at \$50.00 per month. After discussion a motion was made by J. Brown to return the operations of the Otsego Lake Township Fire Department to the way it was run originally, with a Fire Chief who will run the department and an EMS Coordinator. Chief will appoint an assistant chief. All ayes except Wagar who voted nay. A motion was made by Wagar to appoint Dale Tucker as Chief with term ending March 31, 2015. Seconded by M. Brown, motion carried. Discussion about the Emergency Services Manager followed. Do we keep the position or discontinue it? A motion was made by Johnson to extend the position for three months, seconded by Markovich. Both M. Brown and J. Brown abstained from voting. Markovich, Johnson and Wagar voted to keep the position. Motion carried. Brown is working on the job description for the fire chief and will take the recommendations made by board members into consideration and bring the draft to the next board meeting.

#### FIRE DEPARTMENT REPORT

Fire training was on ventilation and was given by Captain Stiles. Training in April is scheduled to be on fit testing. The Fire Department Association will be putting on a pancake breakfast Saturday, April 26<sup>th</sup> from 8:00 to 11:00 a.m. This will be a fund raiser for the association. Upcoming training for EMS will be the annual required training for CPR, blood borne pathogens and hazardous materials. EMT M. Rivest has applied to return to the department and would be added to the EMS roster.

#### CONSTABLE REPORT

Reports reviewed by the board. Everything checked out during monthly inspections. EZ Mart is still waiting for a liquor license. After discussion the board decided to return the duties of the Enforcement Officer to Constable Coutant with the salary split between the constable and enforcement officer.

#### FIRE LIAISON REPORT

Restitution has been made to the prosecutor by the person responsible for the arson fire in Arbutus Beach Highlands.

#### TRUSTEE REPORT

Johnson reported that the Bradford Lake Special Assessment monies will be used for treating the lake in the fall and not the summer. This will allow residents to water their lawns and gardens and have unrestricted recreational use of the lake during the summer months. Johnson attended the Michigan Townships Association Educational Convention in January and feels that he obtained quite a bit useful information concerning the operations of townships. We need to have policies and procedures in place for all boards.

#### PARKS AND RECREATION

No meeting was held but work is in progress on a security grant application for help in funding areas that would make our property more secure. Before we can submit the grant the township must adopt a resolution. Markovich read the resolution to apply for a Risk Reduction Grant. A motion to adopt the resolution was made by J. Brown and seconded by Johnson, roll call vote; Johnson - aye, Markovich - aye, Wagar - aye, J. Brown - aye, and M. Brown - aye. All ayes, motion to adopt the resolution carried.

#### CEMETERY REPORT

The next cemetery meeting will be held on May 5, 2014 at the Otsego Lake Township Hall.

#### NEW BUSINESS

After discussion between Wagar and our attorney it does not seem that we have an ordinance in place complying with the Michigan Planning Enabling Act. The attorney has drawn up an ordinance that we need should adopt. A motion was made by Johnson to adopt the ordinance and seconded by J. Brown. Motion carried.

A motion was made by Wagar to approve the service agreement between the township and the Otsego County Economic Alliance for 2014 at a cost of \$1,450.00. Seconded by Johnson, motion carried.

Comments heard for the good of the township.

Meeting adjourned at 8:50 p.m. Next regular meeting will be held on Thursday, April, 17, 2014, at 7:00 p.m.