

**OTISCO TOWNSHIP BOARD MEETING
OCTOBER 10, 2017 @ 7:00 P.M.
OTISCO TOWNSHIP HALL**

The meeting was called to order by Supervisor, Joseph Daller

Roll Call: Ben Oatley, Trustee; Dan Zeigler, Trustee; Lynda Sower, Clerk;
Cara Johnson, Treasurer; Joseph Daller, Supervisor

The Pledge of Allegiance was recited.
A short Prayer was given by David Hodges.

Approval of Agenda: Oatley moved to approve the agenda and Zeiger supported. 5-0 approved

Approval of Sept. 17, 2017 Minutes: Daller moved that the minutes be approved and Johnson supported. 5-0 approved

Approval of Acct's Payable-Payroll: Johnson reported that the Consumers Power checks were not sent out and that they had been paid with a Credit card, to avoid late fees. Zeiger moved that we approve the bills with the correction and Johnson supported. 5-0 approved

Acct's Payable	\$16,874.73
Roads	\$ 3,895.11
Payroll	<u>\$ 6,675.19</u>
TOTAL	\$27,395.03

Communications: Daller reported that we had received letters and emails from the following; Belding Chamber of Commerce, about a dinner which we did not get the reservations back to go to this; John Hancock , information about the pension plan; Sower received an email from DTMB-Real Estate, about seeking space or leasing in Ionia County for the Department of Correction.

Reports:

Township Deputy: Deputy Veenstra reported that everything was pretty quiet in the Township. Two criminal complaints and being called out to help other law enforcement. He reported that the person that had a gun missing last month, because of being able to produce a serial number, the gun had been found in Grand Rapids. Deputy Veenstra will be going into schools in the area and talking to them about Halloween Safety. He will also be around in the community on Halloween. Maryane Reeves told him to keep up the good work.

Cemetery Committee: Laura Staats had a drawing of the lay out of the Columbarium that is in the works for the future. She had a report which was given to the board about the why's of doing this project. More people are choosing cremation because of cost of full burials. In 2018 they would like to cut down trees and bulldoze extra dirt in the back of the area. In 2019 they will be applying for a permit and pouring foundations. In 2020 the Columbarium will be able to be used. Oatley wanted to know if that many people were interested in spaces to put ashes. A Resolution was presented and discussed, and the final decision was made to hold off on the Resolution for now. Sower reported that she was going to get ahold of the sign company and find out about our order. Rick Andersen will soon be starting on the new road in the Otisco Cemetery. Climbin' High Tree Service has been contract to cut down some trees in the Smyrna Cemetery and also gave us a bid for the trimming of a tree that the Insurance Co. was concerned about. The board agreed that they would like him to do this job. On October 19th there will be a walk through the Otisco Cemetery at 10:00 to take care of all the things that need to be removed for the winter. The original date to remove is October 1st.

County Commissioner: David Hodges reported that the 2018 Budget Hearing was today with \$9.3 million, was passed. A discussion about new cameras for the Sheriff Dept. cars. Approved eleven requests for PA 116 Farmland agreement.

Planning Commission: Johnson reported that she was not at the meeting, but the committee is working on a Recreation Plan with our two adjoining property's.

Zoning Administrator: The board received a report from Roger VanderMolen, Zoning Administrator, about the issues and complaints that he took in September.

Unfinished Business:

Proposal to Draft an Otisco Township Recreation Plan: Brian Wershem from Fresh Coast Planning, spoke to the board about what it would take to get a Recreation Plan started and the hours that it would take to get into the program and be able to request Grants for five years to help offset the cost of such a program. See attached paper

Assessor: After a discussion about the assessor, Johnson moved that we hire Judy Lindberg to become an employee instead of a contractor, and Zeigler supported. 5-0 approved Sower will get papers for Judy to fill out to become and employee.

Otisco Cemetery Fencing: Daller reported that he had quotes from a couple of people that could put up the fencing. The one was \$5 per linear feet – totaling \$2,300, and the other \$3.50 per linear feet – totaling \$1,610. The work would not be done until next spring. Daller purposed that he go and speak with Pete & Anita Shindorf, to see if it would be ok to wait until then.

Hall Sign: Daller was expecting someone to present the board with some ideas, but they were not in attendance. Tabled to next month.

New Business:

ZBA Alternate Appointment: Daller presented the board with the name for a new alternate that is needed for the ZBA committee, Jon Beyer. The Board all agreed to have Mr Beyer be a part of that committee.

Snow Plowing 2017-2018: Sower suggested that the board not put out an ad for bids, since we only received one last year. Daller suggested that we have Borek Plowing Service until such time that there would be a raise in the price in plowing each time. Sower moved that we keep Borek on until a raise in price and Zeigler supported. 5-0 approved

Public Comment: At last month's meeting there were some questions about the security of the people at the hall in working hours. Daller reported Ionia Dispatch has a Smart 911 and that we might want to get security cameras for the outside.

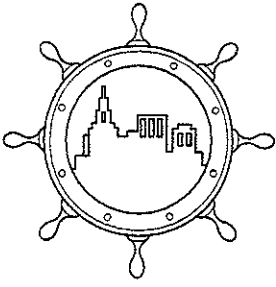
Johnson stated that she would be getting a newsletter around to go out at the end of November. She would like all info by November 1st.

Johnson wanted to know about the 180th Otisco Township Celebration and a committee to get it started. Daller appointed Johnson to be the chairperson for this event.

Zeigler moved that the meeting be adjourned at 9:15 p.m. and Daller supported.

Mintues Submitted By:

Lynda Sower – Otisco Township Clerk



Fresh Coast Planning

950 Taylor Avenue, Ste 200
Grand Haven, MI 49417

Gregory L. Ransford, MPA
616-638-1240
gregory.ransford@gmail.com

Brian Werschem
231-206-4821
bwerschem@gmail.com

Mr. Joseph Daller
Supervisor
Otisco Township
9663 W. Button Road
Belding, MI 48809

August 14, 2017

Re: Proposal to Draft an Otisco Township Recreation Plan

Dear Supervisor Daller:

Pursuant to the request of the Otisco Township Planning Commission, please allow this letter to serve as our formal proposal to draft an Otisco Township Recreation Plan in accordance with the requirements of the Michigan Department of Natural Resources (MDNR) Grant Management Division. We understand that Otisco Township seeks a plan that ensures the township is eligible to apply for financial assistance from the Michigan Natural Resources Trust Fund and the Federal Land and Water Conservation Fund through the MDNR recreation grants program. As a result, we propose to draft an Otisco Township Recreation Plan containing, at minimum, the following required components:

1. A description of the community area served by the plan
2. Administrative structure, staff and budget
3. An inventory of existing parks, natural areas, open spaces and recreation facilities as well as an accessibility evaluation
4. A description, methodology and planning for the public input process
5. Specific goals and objectives, including the role of the public
6. An action program outlining how the township will achieve the goals and objectives during the eligibility period

In an effort to provide for the services necessary to complete an Otisco Township Recreation Plan in accordance with the MDNR Grant Management Division, below are the deliverables that shall be produced and an estimated project cost:

- Draft the Otisco Township Recreation Plan
 - Includes the six (6) components (and related subcomponents not provided herein) identified above; copies of related meeting agendas and minutes; advertising for the public input process; information gathering and analysis from the public input process; required public hearing notice(s); letters of correspondence; the Plan certification checklist and; the related resolution of adoption.
- Conduct one (1) public input process
- Provide assistance for the required public hearing by the Otisco Township Board of Trustees, if necessary
- Deliver one (1) electronic copy of the Otisco Township Recreation Plan
- Deliver three (3) hard copies of the Otisco Township Recreation Plan
- Total cost of all deliverables identified herein: \$8,250.00

Thank you for the opportunity to provide this proposal. If you have any questions, please do not hesitate to contact us anytime.

Very Truly Yours,


Gregory L. Ransford

(PRELIMINARY)
OTISCO TOWNSHIP BOARD – SPECIAL MEETING
November 7, 2017 @ 7:00 PM
AGENDA

- I. Call to Order. Roll Call
- II. Pledge of Allegiance to the Flag
- III. Approval of Agenda
- IV. Brief Public Comment (Agenda Topics only – 3 minute time limit)
- V. Approval of Minutes – October 10, 2017
- VI. Approval of Payables, Payroll & Transfers (if applicable)
- VII. Communications
- VIII. Guest(s):
- IX. Reports
 - a. Township Deputy
 - b. Cemetery Committee
 - c. County Commissioner
 - d. Planning Commission
 - e. ZBA
 - f. Zoning Administrator
- X. Unfinished Business
 - a. Assessor
 - b. Otisco Township Cemetery Fencing
 - c. Proposal to Draft an Otisco Township Recreation Plan
 - d. Township Hall Sign
- XI. New Business
 - a. Cemetery Ordinance Amendment – **Section XIV Penalties**
- XII. Extended Public Comment (Any Topic – 5 minute time limit)
- XIII. Proposed Meeting(s); Date(s), Time(s) & Agenda(s)
 - a. 12/6/17 @ 7:00pm – Regular Scheduled Planning Commission Meeting
 - b. 11/13/17 @ 7:00PM – Regular Scheduled Zoning Board of Appeals Meeting
 - c. 12/12/17 @ 7:00pm – Regular Scheduled Board Meeting
- XIV. Final Board Comments
- XV. Adjournment