

A Regular Meeting of the Otsego City Commission was held Monday, February 3, 2020.

The meeting was called to order by Mayor Trobeck at 7:00 p.m. with the following Commissioners present: Stacey Withee, Lauri Krueger, Brent Milhiem and Dustin McNees. Absent: None. Also present: City Manager Mitchell, Finance Director Storbeck, Police Chief Misner and Fire Chief Weber.

The audience joined the Commission in the Pledge of Allegiance.

The January 6, 2020 & January 20, 2020, Meeting Minutes were approved as submitted.

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

None.

I. PRESENTATIONS:

A. COUNTY COMMISSIONER GALE DUGAN UPDATE

Commissioner Dugan gave an update on the most recent County Commission activities.

II. PUBLIC HEARING:

A. PUBLIC HEARING - TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

Mayor Trobeck opened the Public Hearing at 7:08 p.m. City Manager Mitchell gave a brief overview of the single premise assessments. There being no public comment the Public Hearing was closed at 7:09 p.m.

III. PLANNING AND ZONING:

IV. ORDINANCES:

V. REQUESTS:

A. CONSIDERATION OF A REQUEST FROM THE OTSEGO RUN CLUB TO HOLD THEIR 19TH ANNUAL "READY OR NOT" 5K, AS PRESENTED

Mayor Trobeck stated that the 5K will be held on August 1, 2020. Commissioner Krueger moved to grant the request from the Otsego Run Club to hold their 19th Annual "Ready or Not" 5K, as presented, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

B. CONSIDERATION OF A REQUEST FROM THE CITY MANAGER TO NAME WIGHTMAN AS THE CITY'S ENGINEERS OF RECORD

Manager Mitchell stated that at the City's Organizational Meeting, every two years, the Commission appoints a City Engineer, and to-date the City does not have an Engineer. He recommended that Wightman be appointed as the City's Engineer. Commissioner Milhiem moved to appoint Wightman as the City's Engineers of Record, seconded by Commissioner McNees. CARRIED UNANIMOUSLY

C. CONSIDERATION OF A REQUEST TO ADOPT AN ECONOMIC DEVELOPMENT STRATEGY PLAN

Manager Mitchell stated that to be a RRC Certified Community, it is required that the Commission adopt an Economic Development Strategy Plan. He briefly reviewed the goals of the plan. Commissioner Krueger moved to grant a request from the City Manager to adopt an Economic Development Strategy Plan, as presented, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

A. CONSIDERATION OF A CONSTRUCTION MANAGEMENT CONTRACT WITH BRYAN WINN FOR CONSTRUCTION OF THE RIVERFRONT PAVILION

The Commission thanked Mr. Winn for his services. Commissioner Withee moved to authorize the Mayor and City Clerk to enter into an agreement with Bryan Winn for construction of the Riverfront Pavilion, as presented, seconded by Commissioner McNeas. CARRIED UNANIMOUSLY

B. CONSIDERATION OF AN AGREEMENT WITH WIGHTMAN FOR ENGINEERING SERVICES FOR NORTH GRANT STREET IMPROVEMENTS

At this time, Mickey Bittner, of Wightman answered questions of the Commission regarding the project and the timing. He stated that water main will need to be replaced with an eight inch line. He stated that they intend to go out to bid this month. Commissioner Milhiem moved to authorize the City Manager and City Clerk to enter into an agreement with Wightman for engineering services for the North Grant Street Improvements, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY

C. CONSIDERATION OF ACCEPTANCE OF A BID AND TO ENTER INTO AN AGREEMENT WITH LAKELAND ASPHALT CORPORATION FOR THE COMPLETION OF MILL AND FILL ON VARIOUS CITY STREETS

Manager Mitchell gave a brief overview of the project and the State grant. He stated that the bid was for \$205,277.40, and has been approved by the State. Commissioner Krueger moved to accept the bid and to enter into an agreement with Lakeside Asphalt Corporation for the completion of mill and fill on various City streets, as presented, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2020-04 - A RESOLUTION TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

Commissioner Krueger offered the following resolution and moved for its adoption, seconded by Commissioner Milhiem.

CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN
RESOLUTION NO. 2020-04

A RESOLUTION TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

WHEREAS, Otsego City Code of Ordinances Section 62-11 establishes the procedure for the collection of expenditures incurred by the city for services rendered for particular premise or premises which are not of the class required to be prorated among several lots and parcels in a special assessment district; and

WHEREAS, the City of Otsego has provided such services and has not received payments from the respective property owners for more than 30 days upon sending notice of outstanding amounts; and

WHEREAS, property owners with outstanding amounts for services were notified that a public hearing would be held concerning the establishment of a single premise assessment roll more than ten days prior to the hearing date.

NOW, THEREFORE, IT IS RESOLVED THAT: the City of Otsego hereby establishes the following Single Premise Assessment Roll for the following parcels of property which are identified by their tax identification number, property owner, address, amount owing and service rendered:

Parcel Number	Owner Name	Property Address	Invoice Number	Amount Due	Service Description
03-54-320-128-00	Michael Flickenger	503 W Franklin	2237	\$146.80	Mowing
03-54-550-010-00	James & Patricia Burchette	221 Florence St	2211	\$79.81	Mowing
03-54-653-005-00	Natesha Hurlbut	104 Edsell St	2209	\$34.00	Mowing
03-54-653-005-00	Natesha Hurlbut	104 Edsell St	2233	\$85.60	Mowing

BE IT FURTHER RESOLVED that the above single premise assessments are due in full by Wednesday, February 28, 2020; and

BE IT FURTHER RESOLVED that after the due date, all unpaid single site assessments shall be returned delinquent to the Allegan County Treasurer and be placed as a lien against the respective properties.

YEAS: Commissioners: Cyndi Trobeck, Stacey Withee, Dustin McNees, Brent Milhiem and Lauri Krueger.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

A. CONSIDERATION OF THE RE-APPOINTMENT OF JAYSON ENNIS AND RIC SAUCEDO TO THE PLANNING COMMISSION, TERM TO EXPIRE NOVEMBER 2022

Commissioner McNees moved to confirm the Mayor's re-appointment of Jayson Ennis and Ric Saucedo to the Planning Commission, terms to expire November 2022, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY

B. CONSIDERATION OF THE RE-APPOINTMENT OF NANCY SEIBERT TO THE LIBRARY BOARD, TERM TO EXPIRE DECEMBER 31, 2023

Commissioner Krueger moved to confirm the Mayor's re-appointment of Nancy Seibert to the Library Board, term to expire December 31, 2023, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

C. CONSIDERATION OF THE RE-APPOINTMENT OF MARYLN LANGEANCE TO THE LOCAL OFFICERS COMPENSATION BOARD, TERM TO EXPIRE DECEMBER 31, 2024

Commissioner Milhiem moved to confirm the Mayor's reappointment of Maryln Langeance to the Local Officer's Compensation Board, term to expire December 31, 2024, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

Commissioner Withee thanked all of the members for their willingness to serve.

IX. DISCUSSION ITEMS:

MANAGER'S REPORT

1. He gave updates on the following: Park Recreation Survey; Site Plan for FEMA; Vicinia Garden expansion; and he will be attending a Zoning Administration Class this week.
2. He asked for further questions or comments regarding his written Manager's Report submitted to the Commission in their weekly packet.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

Robert Alway, 1012 Barton – he asked the City Manager to present the Economic Development Strategy Plan to the Planning Commission and to the Main Street Economic Vitality Committee. He also commented that there will be a Blood Drive at the Church of God tomorrow from 12pm to 5pm.

COMMISSIONERS' COMMENTS

Commissioner McNees – he thanked Mr. Alway for keeping the Commission on their toes and for his suggestions regarding the Economic Development Strategy Plan. He thanked Bryan Winn for offering his services for the Pavilion Project. He congratulated County Commissioner Dugan on his Vice Chairman position.

Commissioner Krueger – she thanked County Commissioner Dugan for his update. She thanked DPW Supervisor Bosch and his family for attending the meeting, so he could answer questions of the Commission. She thanked Mr. Alway for attending the meeting.

Commissioner Withee – she thanked the appointed, non-paid members of the Planning Commission, Library Board, and Local Officer’s Compensation Board for their willingness to serve.

Commissioner Milhiem – he encouraged everyone to take the Parks & Recreation Survey. He commented that the youth sports programs are growing in Otsego and it is important to take the survey. He thanked Bryan Winn for offering his services for the Pavilion Project. He commented that it is important to repave and repair streets, as it is important to invest in the City’s infrastructure. He thanked the appointed new board members for giving their time unselfishly.

Mayor Trobeck – she thanked Commissioner Dugan for his update. She thanked Mickey Bittner, of Wightman for attending the meeting. She also thanked Mr. Alway and the City employees for attending the meeting. She reminded the Commission of the Capital Conference that will be held in March.

The meeting was adjourned on a motion by Commissioner McNees, seconded by Commissioner Withee. CARRIED – 7:46 p.m.

Angela M. Cronen, MMC
City Clerk