

A Regular Meeting of the Otsego City Commission was held Monday, March 2, 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, DPW Supervisor Bosch and Fire Chief Weber.

The audience joined the Commission in the Pledge of Allegiance.

The February 3, 2020, and February 17, 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.

B. PRESENTATION OF 2020-2021 ANNUAL APPROPRIATIONS BILL - MAJOR STREET FUND; LOCAL STREET FUND; STREET AND BRIDGE FUND; AND SPECIAL ASSESSMENT CAPITAL IMPROVEMENT FUND

Finance Director Matthew Storbeck presented the Major Street Fund, Local Street Fund, Street and Bridge Fund, and the Special Assessment Capital Improvement Fund for the fiscal year 2020-2021. Anticipated revenue for the Major Street Fund is \$429,950, and anticipated expense is \$526,290. Major Street capital improvement projects are planned in the amount of \$315,000. Anticipated revenue for the Local Street Fund is \$209,075, and anticipated expense is \$174,515. There are no Local Street capital improvement projects planned. Anticipated revenue for the Street and Bridge Fund is \$126,000, and anticipated expense is \$60,700. Anticipated revenue for the Special Assessment Capital Improvement Fund is \$10,325, and anticipated expenditures are \$0.00.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

A. CONSIDERATION OF THE PLANNING COMMISSION'S RECOMMENDATION FOR SITE PLAN APPROVAL FOR 555 WASHINGTON STREET - FEMA

Commissioner Krueger moved to approve the Site Plan for 555 Washington Street – FEMA, as recommended by the Planning Commission, seconded by Commissioner Withee. CARRIED UNANIMOUSLY. John Pula of FEMA stated that they are excited to begin the project.

IV. ORDINANCES:

V. REQUESTS:

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH MnS LAWN CARE SERVICES LLC FOR THE CITY PARKS PACKAGE, CITY MUNICIPALITY PACKAGE, EXTRA PACKAGE, & SPRINKLER PACKAGE, AS PRESENTED

City Manager Mitchell stated that the prices are the same as last year and MnS Lawn Care does a great job. Commissioner McNees moved to authorize the City Clerk to enter into an agreement with MnS Lawn Care Services LLC for the City's Park, Municipality, Extra, and Sprinkler Packages, as presented, seconded by Commissioner Milhiem.

B. CONSIDERATION OF AN AGREEMENT WITH LARAWAY TO MOVE THE HOUSE CURRENTLY LOCATED AT 123 N GRANT STREET

A brief discussion took place regarding the timing of the move and the pouring of the new basement, and the budgeted amount for the project. Commissioner Krueger moved to authorize the Mayor and City Clerk to enter into an agreement with Laraway to move the house currently located at 123 N Grant Street, as presented, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2020-05 - RESOLUTION TO AMEND THE 2020-2021 ANNUAL APPROPRIATIONS BILL

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

**CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN
RESOLUTION NO. 2020-05**

RESOLUTION TO AMEND THE 2019-2020 ANNUAL APPROPRIATIONS BILL

WHEREAS, the Otsego City Commission approved the 2019-2020 Annual Appropriations Bill which limited amounts for expenditures and anticipated revenues for the 2019-2020 fiscal year; and

WHEREAS, certain activities and/or revenue sources will exceed previous projections; and

WHEREAS, the Otsego City Commission wishes to formally amend the annual appropriations bill in acknowledgement of the need for revisions,

THEREFORE, BE IT RESOLVED, that the Otsego City Commission hereby approves the following increases and decreases to the 2019-2020 Annual Appropriations Bill:

General Fund Revenues			
101-000-573.000	<u>LCSA Funding</u>		<u>\$115,655</u>
Net Increase/(Decrease)			\$115,655
General Fund Expenditures			
101-101-826.000	City Commission - Legal Services	\$9,000	101-991-
999.401	<u>Transfer to Capital Project Govt. Fund</u>	<u>\$80,000</u>	
Net Increase/(Decrease)			\$89,000
Major Street Fund Revenues			
202-000-550.000	<u>State Capital Grants</u>		<u>\$27,445</u>
Net Increase/(Decrease)			\$27,445
Major Street Fund Expenditures			
202-901-970.000	<u>Capital Improvements - Capital Outlay</u>		<u>\$18,190</u>
Net Increase/(Decrease)			\$18,190
Local Street Fund Revenues			
203-000-550.000	<u>State Capital Grants</u>		<u>\$75,195</u>
Net Increase/(Decrease)			\$75,195
Local Street Fund Expenditures			
203-901-970.000	<u>Capital Improvements - Capital Outlay</u>		<u>\$57,865</u>
Net Increase/(Decrease)			\$57,865
Capital Project Fund - Govt.			
401-000-699.101	Transfers In - General Fund		\$80,000

		(\$116,650)
401-000-699.203 Transfers In - Local Street Fund		(\$36,650)
Net Increase/(Decrease)		
Equipment Replacement Fund Expenditures		
402-901-980.265	<u>Office Equipment & Furniture</u>	<u>\$16,135</u>
Net Increase/(Decrease)		\$16,135
Water Fund Expenditures		
551-551-930.000	Pumping - Well Maintenance	(\$5,000)
591-551-931.000	Pumping - Bldg Maintenance	\$5,000
591-552-802.000	<u>Administration - Contracts</u>	<u>\$21,000</u>
Net Increase/(Decrease)		\$21,000

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED APPROVED.

**B. CONSIDERATION OF RESOLUTION NO. 2020-06 – A RESOLUTION
APPROVING THE ANNEXATION OF PROPERTY – 123 NORTH GRANT
STREET**

City Manager Mitchell stated that this request will be sent to the Great Seal to have the property officially annexed into the City. Commissioner Krueger offered the following resolution and moved for its adoption, seconded by Commissioner Withee.

CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2020-06

A RESOLUTION APPROVING THE ANNEXATION OF PROPERTY

WHEREAS, the City of Otsego, Allegan County, Michigan, owns the following described real property:

Commonly known as 123 North Grant Street, Otsego MI, 49078; Lot 23 ALSO THAT PART OF LOT 24 LYING WEST OF THE NORTH AND SOUTH ¼ LINE, HARDENDORF'S ADDITION, LIBER 3, PAGE 22, ALLEGAN COUNTY RECORDS ALL IN SECTION 22, TOWN 1 NORTH, RANGE 12 WEST.

(Collectively, the "Property"); and

WHEREAS, the Property, as described above and depicted on the attached Exhibit A, is adjacent to the jurisdictional boundary of the City; and

WHEREAS, the Property is vacant and unoccupied; and

WHEREAS, the City Commission believes the City is better able to provide municipal services to the Property, and assure its development is consistent with the land use provisions of the City, if the City's boundaries are expanded to include the Property.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Pursuant to the authority of the City as provided by Section 9 of the Home Rule Cities Act (1909 PA 279, as amended, MCL 117.9(8)), the Property is annexed to and incorporated within the jurisdictional boundaries of the City of Otsego.
2. The City Manager, City Clerk and City Attorney are directed to take any and all action necessary to effectuate this annexation, including, but not limited to, any required filing of certified copies of this Resolution with state, county or township officials.
3. All resolutions and parts of resolutions are, to the extent of any conflict with this Resolution, rescinded.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED APPROVED.

C. CONSIDERATION OF RESOLUTION NO. 2020-07 – A RESOLUTION SETTING A PUBLIC HEARING FOR AN INDUSTRIAL FACILITIES TAX EXEMPTION

FOR FEMA CORPORATION WITH THE CITY ASSESSOR AND AFFECTED
LOCAL TAXING UNITS

City Manager Mitchell stated that this is the first step in the process of establishing an IFT for FEMA. He stated that FEMA has paid the fee, filled out the application and rescinded their previous IFT. Commissioner McNees offered the following resolution and moved for its adoption, seconded by Commissioner Milhiem.

CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2020-07

A RESOLUTION SETTING A PUBLIC HEARING FOR AN INDUSTRIAL FACILITIES
TAX EXEMPTION FOR FEMA CORPORATION
WITH THE CITY ASSESSOR AND AFFECTED LOCAL TAXING UNITS

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551; MSA 7.800 (1), the City Commission has established Otsego City Industrial Facility Taxing District Number 25;

WHEREAS, FEMA CORPORATION, INC., the sole owner of Real property located within said District, has applied for an Industrial Facilities Exemption Certificate under the provisions of the aforementioned Act;

WHEREAS, 1974 PA 198, Sec. 5(2) provides that before acting upon an application for an Industrial Facilities Certificate the City Commission shall afford the applicant, the assessor and representatives of the affected taxing units an opportunity for a hearing;

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:

- (1) That the City Commission shall meet at the Otsego City Hall on April 6, 2020, at 7:00 o'clock p.m. local time, and shall provide the City Assessor and a representative of each of the taxing units an opportunity to be heard on the question of the application of FEMA CORPORATION., for an Industrial Facilities Exemption Certificate with regard to installation of improvements and/or machinery and/or equipment and/or buildings within Otsego City Industrial Facility Taxing District Number 25, as follows:
- (2) That the City Clerk immediately inform, by letter, the City Assessor and the legislative body of each taxing unit which levies ad valorem property taxes in the City of Otsego on the property located within the Otsego City Industrial Facility Taxing District Number 25, as follows:
 - (a) That the City of Otsego has established Otsego City Industrial Facility Taxing District Number 25 and has now received and will consider an application for an Industrial Facilities Exemption Certificate for

improvements and/or machinery and/or equipment and/or buildings being installed within said district; said district limited to Real and Personal property;

- (b) That the City Commission shall meet at 7:00 o'clock p.m. local time at City Hall on April 6, 2020, to afford the City Assessor and a representative of each said taxing unit an opportunity to be heard with regard to the said application;
- (c) That, as to the Otsego City Industrial Facility Taxing District Number 25, the Industrial Facilities Exemption Certificate would be in the amount of \$3,400,000.00 for estimated taxes attributable to the district prior to this date.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED APPROVED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

MANAGER'S REPORT

1. He gave updates on the following: Silversmith Software; the culvert on Helen Ave; voting next week; and welcomed FEMA.
2. He asked for further questions or comments regarding his written Manager's Report submitted to the Commission in their weekly packet.
3. A brief discussion was held regarding a potential dog park. Commissioner Krueger and Commissioner McNees have gathered information from Plainwell regarding their dog park. They found that the dog park cost approximately \$40,000, which they had a fundraiser and asked for donations. A lengthy discussion took place. Mayor Trobeck suggested that Commissioner McNees and Commissioner Krueger present the dog park ideas to the Recreation Council.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

None.

COMMISSIONERS' COMMENTS

Commissioner McNees – he thanked everyone for attending the meeting. He thanked FEMA representatives for attending the meeting and building in our community.

Commissioner Krueger – she thanked everyone for attending. She commented that she is excited to have FEMA in the community and appreciates how they partner with the High School.

Commissioner Withee – she welcomed FEMA. She commented that she likes the idea of a dog park, but there are a lot of problems to deal with.

Commissioner Milhiem – he commented that FEMA is a class act and they will bring a lot to Otsego and to the schools. He stated that he appreciates what FEMA is doing. He thanked County Commissioner Dugan for this presentation. He thanked Finance Director Storbeck for his presentation and for making it easy to understand.

Mayor Trobeck – she thanked and extended her appreciation to Finance Director Storbeck and DPW Supervisor Bosch for keeping the roads in really good shape, as there is not another city's roads as good as ours. She welcomed FEMA. She thanked Clerk Cronen for her work on the upcoming election. She also thanked City Manager Mitchell for all he does.

The meeting was adjourned on a motion by Commissioner McNees, seconded by Commissioner Withee. CARRIED – 8:09 p.m.

Angela M. Cronen, MMC
City Clerk