

A Regular Meeting of the Otsego City Commission was held Monday, April 20, 2020. The Meeting was conducted on Zoom.

The meeting was called to order by Mayor Trobeck at 7:00 p.m. with the following Commissioners present via Zoom: 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 April 6, 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. He encouraged anyone with questions to email him.

#### **B. PRESENTATION OF 2020-2021 ANNUAL APPROPRIATIONS BILL – DPW MOTOR POOL FUND & DDA FUND**

Finance Director Matthew Storbeck presented the Motor Pool Fund and DDA Funds for the fiscal year 2020-2021. Anticipated revenue for the Motor Pool Fund is \$248,000, and anticipated expense is \$298,340, capital improvements of \$105,000. Anticipated revenue for the DDA Fund is \$328,250, and anticipated expense is \$370,665, with no capital improvements. Finance Director Storbeck stated that the information that he has received indicates that the reimbursement from the State will be approximately \$257,000.

### **II. PUBLIC HEARING:**

### **III. PLANNING AND ZONING:**

### **IV. ORDINANCES:**

### **V. REQUESTS:**

#### **A. CONSIDERATION TO ADOPT THE COVID-19 EMERGENCY RESPONSE POLICY**

City Manager Mitchell explained that this is a unique situation and an Emergency Policy is not in the City's Charter. The COVID-19 Emergency Response Policy gives an outline of the official steps taken. He stated that an Emergency Response Ordinance will be presented for adoption in the future. Commissioner McNees moved to adopt the COVID-19 Emergency Response Policy, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY

### **VI. AGREEMENTS:**

### **VII. RESOLUTIONS:**

## **VIII. APPOINTMENTS:**

## **IX. DISCUSSION ITEMS:**

### **MANAGER'S REPORT**

1. He gave updates on the following:
  - The City's Campsites are open for front line workers.
  - The City has a new Drop Box that will accommodate ballots.
  - MDOT will be downtown installing the new lights, which should be completed before July 13, 2020.
  - He thanked the companies that donated PPE (Perrigo) and food for essential employees (USG & Little Caesars).
  - He thanked all of the City employees as they are keeping the City running. He stated that each department is thriving during these crazy days. He encouraged everyone to keep up the good work – as it will get back to normal someday.
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**

None.

### **COMMISSIONERS' COMMENTS**

Commissioner McNees – he thanked City Manager Mitchell for all he does and for keeping the Commission up to date and expressed that he was very happy with the new Emergency Policy. He thanked the OPS Bus Garage employees and the OPS Staff for the student food program, as some days they work thirteen hours.

Commissioner Krueger – she echoed Commissioner McNees's comments. She also thanked and expressed her respect for Julie Guthrie who works at Otsego High School, commenting that she is a real asset to Otsego Public Schools. She commented that she loved the idea of opening the City's campground for first responders and front line workers. She stated that this is an unusual time and the City's employees are going over and above doing their jobs. She thanked everyone at the City.

Commissioner Milhiem – he echoed Commissioner McNees and Commissioner Krueger's comments. He thanked County Commissioner Dugan for his update. He expressed his appreciation for all the County's efforts and the City's efforts, during this time. He expressed his thanks and his appreciation to all of the City Departments and to all of the City employees on the front lines, essential staff, First Responders, the Police Department and the Fire Department.

Commissioner Withee – she thanked all City employees. She thanked all of the businesses that are open and the ones not open, but still reminding customers that you are still there so you won't be forgotten when things open up. She thanked County Commissioner Dugan for his update.

Mayor Trobeck – she thanked Finance Director Storbeck for his wonderful job presenting the budget. She thanked and expressed her gratitude to all City employees and asked that the Department Heads pass this on to their employees. She commented that the new drop box was a great idea. She encouraged everyone to stay home to protect others, as there are many cases just announced at JBS and her ninety-two year old friend is in the hospital.

The meeting was adjourned on a motion by Commissioner McNees, seconded by Commissioner Withee. CARRIED – 7:27 p.m.

Angela M. Cronen, MMC  
City Clerk