

A Regular Meeting of the Otsego City Commission was held on Monday, October 19, 2020.

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

The audience joined the Commission in the Pledge of Allegiance.

The October 5, 2020, Regular, Workshop and two Closed Session Meeting Minutes were approved as submitted.

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

None.

I. PRESENTATIONS:

A. INTRODUCTION OF NEW EMPLOYEE – MONICA NAGEL

Police Chief Misner introduced Monica Nagel, the new Administrative Assistance/Dispatcher for the Otsego Police Department. He gave a brief overview of her work history. He stated that Monica is intelligent, kind hearted, super organized and also brings positivity and energy to the Police Department. He commented that the department is fortunate to have her. Ms. Nagel stated that she was formally the City Clerk for the City of Saugatuck and thanked the Commission and Police Chief Misner for the opportunity. The Commission welcomed Ms. Nagel.

B. ALLEGAN COUNTY COMMISSIONER – GALE DUGAN

Commissioner Dugan updated the Commission and audience on current County activities

C. PRESENTATION BY SIEGFRIED & CRANDALL OF THE 2019-2020 FISCAL YEAR AUDIT

Mr. Dan Veldhuizen from Siegfried & Crandall was in attendance to review the 2019-2020 Fiscal Year Audit. He thanked the Commission for inviting him to the meeting and for the long term relationship with the City. He expressed his appreciation for the efforts of Finance Director Storbeck and his staff for again successfully preparing the financial statements. He commented Finance Director Storbeck is one of the best Finance Directors/Treasurers in all of West Michigan. He stated that Finance Director Storbeck provides a lot of the work/materials to them before the audit, which in turn saves the City money. Mr. Veldhuizen stated that the City had received an unmodified opinion, with no adjustments. He commented that only three or four municipalities get this rating out of more than one hundred clients. He summarized and reviewed the highlights of the audit with the Commission. He also indicated that the City has a forty-six percent fund balance which is a great percentage, as the typical is around fifteen percent. Finance Director Storbeck explained that the higher Fund Balance was due to the closing of the Land Development Fund which was approximately \$250,000. Mr. Veldhuizen commented that having Fund Balance Policy would be good. The Commission thanked Mr. Veldhuizen and Finance Director Storbeck.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

IV. ORDINANCES:

V. REQUESTS:

VI. AGREEMENTS:

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2020-22 - A RESOLUTION OF SUPPORT FOR THE APPLICATION FOR FUNDING FROM THE MICHIGAN TOWNSHIP PARTICIPATING PLAN RISK REDUCTION GRANT PROGRAM

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

**CITY OF OTSEGO
MICHIGAN
RESOLUTION NO. 2020-22**

A RESOLUTION OF SUPPORT FOR THE APPLICATION FOR FUNDING FROM THE MICHIGAN TOWNSHIP PARTICIPATING PLAN RISK REDUCTION GRANT PROGRAM

WHEREAS, the City of Otsego is a member of the Michigan Township Participating Plan (Par Plan) since 2011, which provides the City with property and casualty insurance; and

WHEREAS, the City of Otsego has partnered with the Par Plan to cooperate in an effective risk management and loss reduction program; and

WHEREAS, to the extent that funds are available, the Par Plan Risk Reduction Grant Program (RRGP) was established in 2011 to help members reduce specific risk exposures; and

WHEREAS, the City of Otsego is applying for a Risk Reduction Grant to assist with the purchase of Watch Guard Body Worn Cameras to assist with capturing video evidence of crime scenes, providing transparency and building trust in the community;

WHEREAS; the City of Otsego is applying for a \$17, 345.25 grant towards the project; and

WHEREAS, the City of Otsego has a desire to provide officers with the equipment to capture the evidence needed to prosecute criminal cases; and

WHEREAS, the addition of the Watch Guard Body Worn Cameras would provide the community protection against police misconduct while protecting the officers against false accusations.

NOW THEREFORE BE IT RESOLVED that the City of Otsego City Commission supports and encourages the City of Otsego Police Department to apply for funds from the Par Plan RRGF to be used towards the purchase of Watch Guard Body Worn Cameras.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

A. FUND BALANCE POLICY

City Manager Mitchell stated that last year when the Commission was looking at the Solid Waste Fund and tried to determine an amount to keep in the fund, a Fund Balance Policy would have a set fund balance. He stated that there are many variations of Fund Balance Policies and Finance Director Storbeck is currently researching all of the options. At this time, Mr. Veldhuizen from Siegfried & Crandall gave his perspective on a potential Fund Balance Policy and what other units of government are currently doing. A lengthy discussion took place regarding various options that would fit the City of Otsego and the long term plans of the city. Mr. Veldhuizen answered specific questions of the Commission. He commented that the gold standard, which is very subjective is typically fifteen-percent. He suggested the possibility of having a rate study performed by engineers for the proprietary funds. Mr. Veldhuizen also commented that Fund Balance Policies are used for Bond Ratings.

MANAGER'S REPORT

1. He gave updates on the following:
 - Thanked and complimented Mr. Veldhuizen and his staff from Siegfried & Crandall for the audit.
 - Possible Hometown Christmas changes at next meeting.
 - Parks and Rec Meeting on October 21st.
 - Main Street completed their downtown Fall Decorating.
 - A fireman thanked the Commission for the Hazard Pay.
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 commented that Finance Director Storbeck does a wonderful job. He commented on the potential Fund Balance Policy.

Jessie Cunningham, 1964 Pulver Drive, Otsego – he stated that he had an idea for the City and it was to have a Skateboard Park. He commented that he would like to see this growing activity in our City, as it is currently in cities like South Haven, Dorr, Mattawan, and Grand Rapids. He would like to find a place to have the park and to begin gathering donations and sponsorships. Mayor Trobeck thanked Mr. Cunningham for his idea and for attending the meeting.

COMMISSIONERS' COMMENTS

Commissioner Krueger – she thanked County Commissioner Dugan for attending the meeting. She thanked Clerk Cronen for the job she does and the City is blessed to have her. She thanked and complimented Finance Director Storbeck for his fantastic job on the audit and for being who he is. She welcomed Monica Nagel.

Commissioner Withee – she congratulated Finance Director Storbeck for the unmodified audit. She commented that Clerk Cronen will make sure the election is performed correctly at the City.

Commissioner McNees – he thanked Chief Misner for attending the meeting. He commented that he concurred with the previous comments.

Commissioner Milhiem – he thanked Finance Director Storbeck for doing a great job. He also thanked him for explaining the financials and for being fiscally responsible, as the City is going in the right direction. He welcomed Monica Nagel to the City. He stated that Clerk Cronen is one of the best clerks in West Michigan. He thanked her for preparing the City's Newsletter. He stated that he is looking forward to attending the Parks and Recreation Meeting and told Mr. Cunningham to contact him regarding the skate park. He thanked County Commissioner Dugan for his work and effort regarding the Rock-Tenn property.

Mayor Trobeck – she thanked County Commissioner Dugan for attending the meeting and for working hard and being diligent in regards to Rock-Tenn. She welcomed Monica Nagel and commented that she has heard fantastic things about her. She stated that she has been on the Commission for ten years and is custom to the level of excellence and commitment of excellence that Finance Director Storbeck and Clerk Cronen achieve. She thanked Mr. Cunningham for attending the meeting and thanked Commissioner Milhiem for speaking up. She stated that Hometown Christmas will take place. She thanked everyone for attending.

ADJOURN

The meeting was adjourned on a motion by Commissioner McNees seconded by Commissioner Milhiem. CARRIED – 7:45 p.m.

Angela M. Cronen, MMC
City Clerk