

A Regular Meeting of the Otsego City Commission was held on Monday, March 15, 2021.

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, Finance Director Storbeck, DPW Superintendent Bosch, WWTP Supervisor Keyzer, and Fire Chief Weber.

The audience joined the Commission in the Pledge of Allegiance.

The March 1, 2021, Regular Meeting Minutes were approved as submitted.

## **REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS**

None.

### **I. PRESENTATIONS:**

#### **A. ALLEGAN COUNTY COMMISSIONER – GALE DUGAN**

Commissioner Dugan gave an update on the County's most recent activities. He congratulated City Manager Mitchell for becoming the Chairman for the Allegan County Brownfield Board. He also commented that he heard that there is an initiative from residents of Otsego Township to file a petition to put Emergency Medical Services on the August 2021 Ballot.

#### **B. PRESENTATION OF 2021-2022 ANNUAL APPROPRIATIONS BILL - WATER FUND AND SEWER FUND**

Finance Director Matthew Storbeck presented the Water and Sewer Funds for the fiscal year 2021-2022. Anticipated revenue for the Water Fund is \$613,735, and anticipated expense is \$1,014,810. Capital improvements are planned in the amount of \$450,000. Anticipated revenue for the Sewer Fund is \$1,092,700, and anticipated expense is \$1,151,855. Sewer Fund capital improvement projects are planned in the amount of \$100,000.

He noted that there is a proposed increase in the base Readiness to Serve Fee in the Sewer Fund from \$42.72 to \$47.66 (11.6%); and an increase in the commodity charge from \$8.28 to \$8.30/1,000 gallons (0.2%); the Water Fund Base Readiness to Serve Fee will be decreased from \$21.65 to \$20.22 (-6.6%); and a decrease in the commodity charge from \$2.24 to \$2.12/1,000 gallons (-5.4%). The Readiness to Serve Fees illustrated are based on 5/8"-3/4" residential service meters. Commissioner Milhiem asked about the status of the City's infrastructure. WWTP Supervisor Keyzer stated that there is a part of the sewer line in the middle of town that is very deep, but it is in better shape than in the past. Finance Director Storbeck and WWTP Supervisor Keyzer answered questions of the Commission.

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

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

### **IV. ORDINANCES:**

### **V. REQUESTS:**

**A. CONSIDERATION OF A REQUEST FROM THE OTSEGO ROTARY TO HOLD AN EASTER EGG HUNT AT MEMORIAL PARK ON APRIL 3, 2021**

Commissioner McNees moved to grant the request from the Otsego Rotary to hold an Easter Egg Hunt at Memorial Park on April 3, 2021, as presented, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY

**VI. AGREEMENTS:**

**A. CONSIDERATION OF A THREE YEAR AGREEMENT WITH RIGHT-WAY CONTROL SERVICES FOR WEED VEGETATION MANAGEMENT**

City Manager Mitchell commented that Right-Way Control Services have done a good job in the past, and the contract is less expensive than last year. DPW Supervisor Bosch was in attendance to answer questions of the Commission. Commissioner Milhiem moved to authorize the Mayor and/or City Clerk to enter into a three year agreement with Right-Way Control Services for weed and vegetation management, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

**B. CONSIDERATION OF A BID FROM PROPERTY REVOLUTION FOR THE COMMUNITY PAVILION CONSTRUCTION**

Mayor Trobeck stated that the bid had been reviewed by the DDA Design Team. City Manager Mitchell briefly explained the need for a new General Contractor. Commissioner Milhiem moved to accept the bid from Property Revolution for the Community Pavilion construction, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

**C. CONSIDERATION OF AN AMENDMENT TO THE CITY MANAGER'S EMPLOYMENT AGREEMENT – SEVERANCE PAY**

Mayor Trobeck explained City Manager Mitchell's request to increase his severance pay from three months to six months. She explained in detail the circumstances when this could be used by the City Manager. She commented that six months is typical for City Manager's and this gives him and his family protection. Commissioner Withee commented that it takes time to hire a new City Manager, as it was more than six months to hire City Manager Mitchell after previous Manager Beard left. Commissioner Milhiem asked how many months the previous City Manager had and why did it change. City Manager Mitchell commented that his employment offer was very basic when he was hired and decided to ask for the change after he was secure in his employment. Commissioner McNees commented that regardless, this is \$20,000, of the taxpayer's money and it would be a punishment to the voters who voted me in. Commissioner McNees stated that he would never vote to give \$20,000, away – "but nothing against you Aaron". Commissioner Krueger moved to amend the City Manager's Employment Agreement to include six months' severance pay, as requested, seconded by Commissioner Milhiem. CARRIED. No – Commissioner McNees.

At this time, Mayor Trobeck asked to amend the agenda to include - The Consideration of Development Concept for the former Rock-Tenn Site. Commissioner Krueger moved to amend the agenda to include the Consideration of Development Concept for the former Rock-Tenn site, seconded by Commissioner Withee. CARRIED.

**A. CONSIDERATION OF DEVELOPMENT CONCEPT FOR THE FORMER ROCK-TENN SITE**

City Manager explained that this support of the concept will show the County that the City is on board with the redevelopment of the property. At this time, a lengthy discussion took place regarding the housing needs in the City. Commissioner Withee moved to support the development concept for the former Rock-Tenn Site, seconded by Commissioner Krueger.  
**CARRIED UNANIMOUSLY**

**VII. RESOLUTIONS:**

**VIII. APPOINTMENTS:**

**IX. DISCUSSION ITEMS:**

**A. CITY MANAGER REVIEW**

At this time, Mayor Trobeck reported that the average for the City Manager's review was 3.55. City Manager Mitchell commented that he would like to find ways to get to a higher level. He encouraged the Commission to send him an email – as to ways to improve. Mayor Trobeck commented to the Commissioner's that they are free to schedule a time to meet and talk to City Manager Mitchell.

**MANAGER'S REPORT**

1. He gave updates on the following:
  - Super Fund Site & moving forward
  - Tour of the Mitchell Street property
  - COVID update – holding first staff meeting in over a year later this week
  - Upcoming Planning Commission Meeting
  - Parks & Rec Meeting
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**

Fire Chief Weber gave an update on COVID and vaccinations in Allegan County.

Finance Director answered a question that Commission Withee had during the Water Fund presentation.

**COMMISSIONERS' COMMENTS**

Commissioner McNees – he thanked the audience for attending. He commented that City Manager Mitchell does a fantastic job. He thanked Taylor Silverman for attending the Workshop Meeting and her initiative to spearhead the Skate Park revitalization. He commented that Wednesday is St. Patrick's Day and to be responsible.

Commissioner Krueger – she thanked Taylor Silverman for her presentation and her concepts, and noted that she is very well spoken and was very informative. She commented that Commissioner Milhiem’s new concept of using Diamond #1 at Memorial Park for a soccer field is great, and would make Memorial Park a multifunctional park. She thanked DPW Supervisor Bosch, WWTP Supervisor Keyzer, Fire Chief Weber, Finance Director Storbeck, and the audience for attending the meeting.

Commissioner Withee – she commented that the Water and Sewer Funds are her favorite and she thanked Finance Director Storbeck for his presentation. She stated that WWTP Supervisor Keyzer works hard and his five year plans are appreciated. She thanked DPW Supervisor Bosch for providing the Skate Park history.

Commissioner Milhiem – he concurred with Commissioner Withee’s comments. He commented that he appreciated the Parks and Rec discussion and feels by diversifying the parks will make them really cool and in-turn spark further discussions. He thanked DPW Supervisor Bosch, WWTP Supervisor Keyzer, Fire Chief Weber, Finance Director Storbeck, and County Commissioner Dugan for their comments and reports. He stated that City Manager Mitchell does an excellent job, as he provides excellent packets and there is very few questions because of the packets. He commented that it will be a long road, but he is excited about Rock-Tenn.

Mayor Trobeck – she thanked and congratulated the County for getting a plan for Rock-Tenn and moving forward. She expressed that she is excited about the Parks and Rec Committee and making Otsego a vibrant city. She thanked the audience and a special thanks to Daniel Bosch for attending. She expressed her thanks to the Commission and Team, and the City Manager for being transparent. She announced that the virtual Capital Conference begins tomorrow, and the Chamber is holding an outside 5:01 on Thursday, at Fireside Financial.

## **ADJOURN**

The meeting was adjourned on a motion by Commissioner McNeese, seconded by Commissioner Krueger. CARRIED – 8:25 p.m.

Angela M. Cronen, MMC  
City Clerk