

A Workshop Meeting of the Otsego City Commission was held Monday, January 17, 2022.

The meeting was called to order by Mayor Pro-Tem Withee at 6:00 p.m. with the following Commissioners present: Mayor Trobeck, Brent Milhiem, Dustin McNees and Lauri Krueger. Absent: None. Also present: City Manager, Aaron Mitchell.

Commissioner Krueger moved to excuse Commissioner Milhiem and Commissioner McNees, seconded by Commissioner Withee. CARRIED.

A. DISCUSSION ITEMS:

1. PA 33 UPDATE

City Manager Mitchell reviewed the following with the Commission: Time-Line, Step Sheet, and the Mayor's Informational Letter. After review of the Step Sheet – Step #4 was removed (setting a deadline for 2/21). It was the consensus of the Commission that they liked the Mayor's letter that will be mailed with the public notices, to all property owners.

The Commission discussed their preference to send out notices every year to property owners stating how much will be levied for the upcoming tax season. City Manager Mitchell explained that the City is not required to send out any further notices (yearly) after the Special Assessment District is established and the Assessment Roll is approved the first year. Mayor Trobeck expressed the need to be transparent and tell the property owners every year the expected millage rate. It was the consensus of the Commission to discuss how to relay this information to the property owners and/or review of a policy at the February 7, 2022, Workshop Meeting.

Commissioner Milhiem asked if the Fire Department Reports are on the City's website. City Manager Mitchell will contact Fire Chief Weber regarding putting the Fire Department's Reports on the City's website. City Manager Mitchell commented that Police Chief Misner is working on the Police Department's Stats and he will be presenting these to the Commission in March.

2. CITY MANAGER REVIEW PROCESS

A lengthy discussion took place regarding the City Manager Review Process. Mayor Pro-Tem Withee will send the Commissioners the last review documents, so the Commission can review them and come to the Workshop Meeting with questions and suggestions. It was the consensus of the Commission to have further discussion at the Workshop Meeting on March 7, 2022, at 5:00 p.m. Due to the nature of the discussion taking place at the meeting, City Manager Mitchell will not be attending, to allow for open conversation.

REMARKS FROM THE AUDIENCE

None.

COMMISSIONERS' COMMENTS

None.

The meeting was adjourned on a motion by Commissioner McNees, seconded by Commissioner Krueger. CARRIED – 6:51 p.m.

Angela M. Cronen, MMC
City Clerk