

A Regular Meeting of the Otsego City Commission was held on Monday, March 21, 2022.

The meeting was called to order by City Clerk Cronen at 7:05 p.m.

City Manager Mitchell offered a moment of silence in honor of Mayor Trobeck.

Commissioners present: Brent Milhiem, Stacey Withee, and Lauri Krueger. Absent: Dustin McNees. Also present: City Manager Mitchell; Finance Director Storbeck; Police Chief Misner; Fire Chief Weber; WWTP Superintendent Keyzer, and DPW Supervisor Bosch.

The audience joined the Commission in the Pledge of Allegiance.

At this time, City Clerk Cronen opened the floor for nominations for Mayor. Commissioner Milhiem moved to appoint Mayor Pro-Tem Withee as Mayor, seconded by Commissioner Krueger. UNANIMOUSLY CARRIED.

Mayor Withee moved to appoint Commissioner Krueger as Mayor Pro-Tem, seconded by Commissioner Milhiem. UNANIMOUSLY CARRIED

Mayor Withee announced that Commissioner McNees had turned in his letter of resignation, effective immediately. Commissioner Krueger moved to accept Commissioner McNees's letter of resignation effective immediately, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY

Commissioner Krueger moved to add under Discussion Item – Process of Appointment of New City Commissioners, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY.

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

Nick Breedveld, 1101 Barton – he asked if the landscaping around the pavilion not to exceed, \$47,900, was included in the original \$150,00 project. DPW Supervisor Bosch stated that this is for landscaping and the parking lot and it was not included.

I. PRESENTATIONS:

A. COUNTY COMMISSIONER GALE DUGAN UPDATE

County Commissioner Dugan provided a written report to the Commission.

B. MAIN STREET MANAGER PRESENTATION

Main Street Manager Sweeney thanked the audience for attending and acknowledged the hard problems that are being faced. He gave a detailed Main Street PowerPoint presentation which included: History, DDA Ending in 2025, Mission, Vision, Main Street Network, Michigan MS Communities, Functions, DDA Board, Teams, Volunteers, and the future of Main Street. He answered questions of the audience.

C. PRESENTATION OF 2022-2023 ANNUAL APPROPRIATIONS BILL - WATER FUND AND SEWER FUND

Finance Director Matthew Storbeck presented the Water and Sewer Funds for the fiscal year 2022-2023. Anticipated revenue for the Water Fund is \$612,950, and anticipated expense is \$1,013,385. Capital improvements are planned in the amount of \$450,000. Anticipated revenue for the Sewer Fund is \$1,204,650, and anticipated expense is \$1,147,490. Sewer Fund capital improvement projects are planned in the amount of \$400,000.

He noted that there is a proposed increase in the base Readiness to Serve Fee in the Sewer Fund from \$47.66 to \$48.92 (2.29%); and an increase in the commodity charge from \$8.30 to \$8.58/1,000 gallons (3.37%); the Water Fund Base Readiness to Serve Fee will be decreased from \$20.22 to \$20.19 (-0.1%); and an increase in the commodity charge from \$2.12 to \$2.14/1,000 gallons (0.9%). The Readiness to Serve Fees illustrated are based on 5/8"-3/4" residential service meters.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

IV. ORDINANCES:

A. INTRODUCTION AND FIRST READING OF ORDINANCE #171 – AN ORDINANCE TO AMEND SECTION 26-4 OF THE CODE OF ORDINANCES TO ENSURE COMPLIANCE WITH THE MICHIGAN ELECTION LAW

Mayor Withee introduced and offered Ordinance No. 171 – An Ordinance to Amend Section 26-4 of the Code of Ordinances to Ensure Compliance with the Michigan Election Law, for the First Reading.

V. REQUESTS:

A. CONSIDERATION OF A REQUEST FROM THE OTSEGO ROTARY TO HOLD AN EASTER EGG HUNT AT MEMORIAL PARK ON APRIL 16, 2022

Commissioner Milhiem moved to grant the request from the Otsego Rotary to hold an Easter Egg Hunt at Memorial Park on April 16, 2022, seconded by Commissioner Krueger.
CARRIED UNANIMOUSLY

B. CONSIDERATION OF A REQUEST FROM COMMUNITY SHOPPERS GUIDE TO HOLD FREE GARAGE SALES ON MAY 19, 20, 21, 2022, AND AUGUST 4, 5, 6, 2022

Commissioner Krueger moved to grant the request from the Community Shopper's Guide to hold Free Garage Sales on May 19, 20, 21, 2022, and August 4, 5, 6, 2022, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH APG INC FOR PROFESSIONAL SERVICES – ASSESSING

City Manager Mitchell explained that the Assessing Contract is for three years, and after

negotiations the increase is six percent over the three years. He complimented the work that our Assessor, Lydia Paille does for the City. He stated that this professional service is the same as when the City Engineers, Attorney, etc. are appointed by the Commission in their Organizational Meeting. Commissioner Milhiem moved to authorize an agreement with APG INC for Professional Services – Assessing, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY

B. CONSIDERATION OF APPROVAL OF A BID FROM CRIPPS FONTAINE EXCAVATING INC. FOR RIVERFRONT LANDSCAPING NOT TO EXCEED \$47,900, AS RECOMMENDED BY THE DDA/MAIN STREET BOARD

City Manager Mitchell stated that in December the bid was approved for two parking lots with curb at the Pavilion. He explained that this landscaping and additional parking lot is being recommended by the DDA/MS to have a finished product. The current semi parking was discussed briefly. Commissioner Krueger moved to approve the bid from Cripps Fontaine Excavating Inc. for riverfront landscaping and parking lot, as presented, not to exceed \$47,900, as recommended by the DDA/Main Street Board, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY. Commissioner Milhiem asked that this project be closely monitored.

C. CONSIDERATION OF AN AMENDMENT TO A LICENSE AGREEMENT WITH MAUDE’S – ADDITION OF 129 EAST ALLEGAN STREET

City Manager Mitchell explained that in 2018, the City entered into an agreement with Maude’s and Liquid Note for use of the patio area in the alley, this amendment will add the section behind the old M-89 Sports Bar (129 E. Allegan). Commissioner Milhiem moved to approve an amendment to a license Agreement with Maude’s, with the addition of 129 East Allegan Street, to the contract, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY.

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2022-07 – A RESOLUTION TO AMEND THE 2021-2022 ANNUAL APPROPRIATIONS BILL

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

**CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN
RESOLUTION NO. 2022-07**

RESOLUTION TO AMEND THE 2021-2022 ANNUAL APPROPRIATIONS BILL

WHEREAS, the Otsego City Commission approved the 2021-2022 Annual Appropriations Bill which limited amounts for expenditures and anticipated revenues for the 2021-2022 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 2021-2022 Annual Appropriations Bill:

DDA/Main Street		
	<u>248-901-974.000 Capital Outlay - Land Improvements</u>	<u>\$165,000</u>
	Net Increase/(Decrease)	\$165,000

YEAS: Commissioners: Stacey Withee, Brent Milhiem, Lauri Krueger.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

A. POTENTIAL BALLOT LANGUAGE FOR MILLAGE INCREASE

City Manager Mitchell gave options for potential ballot language such as raising the maximum number of mills collected from 12.5 mills to 15.0 mills, and/or resetting Headlee. He presented the Commission with ballot language from the City's attorney. The current Public Safety millage was discussed. He commented that to get a proposal on the ballot for August, ballot language would have to be approved in early May. City Manager Mitchell asked if the audience had any questions or suggestions to contact him.

B. PROCESS OF APPOINTMENT OF NEW CITY COMMISSIONERS

City Manager Mitchell explained the process of appointing two new Commissioners to fulfill the terms of Cyndi Trobeck and Dustin McNeas, until the November 2022 Election. He stated that the interested candidates can send a letter of interest, giving a two-week period to respond, and review. He noted that there will not be an April 4, 2022, meeting, due to not having a quorum. He commented that there will be two partial two-year terms on the ballot in November, in addition to the remaining three open positions.

MANAGER'S REPORT

The City Manager gave updates on the following:

1. Last week was a bad week. He noted that Cyndi Trobeck was the first female Mayor for the City of Otsego and she loved being Mayor. He stated that she will be missed. He noted that in the future, there will be a resolution of recognition for her and the establishment of the Cyndi Trobeck Community Service Award.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

Nick Breedveld, 1101 Barton – he thanked City Staff for having the agenda and the Water/Sewer Budget on-line over the weekend, so it could be reviewed.

COMMISSIONERS' COMMENTS

Commissioner Krueger – she thanked Main Street Manager Sweeney for his presentation. She commented that he does a lot of the behind the scenes work for the beautiful and active downtown. She thanked all of the Department Heads. She expressed her condolences to the Trobeck family. She commented that Mayor Trobeck made a big impact on her life and she is going to be sorely missed and greatly missed by this Commission.

Commissioner Milhiem – he commented that Mayor Trobeck was one of the big reasons that he became part of this Commission and a passion to get involved. He commented that she had a heart for community service, was a great role model who I looked up to, and a great woman. He thanked Chief Weber, Chief Misner, Main Street Manager Sweeney, WWTP Superintendent Keyzer, DPW Supervisor Bosch, for answering all of the audience's questions. He thanked Finance Director Storbeck for his presentation. He commented that Clerk Cronen and City Manager Mitchell are the individuals who run our City and they spend a lot of time providing the best information. He commented that he hears what the community is asking for and he thinks we can work on a good compromise, commenting that cuts have been made, but not enough. He stated that the budget will continue to be reviewed. He thanked the audience for their continued attendance, which makes the Commission feel that people are interested.

Mayor Withee – she thanked the audience for attending. She commented that listening to the Department Heads, there was a lot of valuable dialogue. She thanked Chief Weber, Chief Misner, Main Street Manager Sweeney, WWTP Superintendent Keyzer, DPW Supervisor Bosch for explaining how their departments work and acknowledged the value they bring to the City. She thanked City Manager Mitchell for the moment of silence for Cyndi Trobeck. She commented that it is going to take a while to process losing Cyndi Trobeck.

At this time, Commissioner Milhiem congratulated Mayor Withee and Mayor Pro-Tem Krueger.

ADJOURN

The meeting was adjourned on a motion by Commissioner Milhiem, seconded by Commissioner Krueger. CARRIED – 8:57 p.m.

Angela M. Cronen, MMC
City Clerk