

A Regular Meeting of the Otsego City Commission was held on Monday, June 20, 2022.

The meeting was called to order by Mayor Withee at 7:00 p.m. with the following Commissioners present: Chuck Moore, and Lauri Krueger. Absent: Brent Milhiem and Jason Smith. Also present: City Manager, Aaron Mitchell; and Fire Chief, Brandon Weber.

The audience joined the Commission in the Pledge of Allegiance.

Commission Krueger moved to excuse Commissioner Milhiem and Commissioner Smith, seconded by Commissioner Moore. CARRIED.

The June 6, 2022, Regular 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.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

IV. ORDINANCES:

V. REQUESTS:

A. CONSIDERATION OF POLICY REGARDING DOWNTOWN PROVIDED GARBAGE ENCLOSURES

Commissioner Krueger moved to approve the policy regarding Downtown Provided Garbage Enclosures, as presented, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH THE OTSEGO VFW POST 3030 FOR USE OF COURT STREET AND THE PAVILION PARKING AREA ON AUGUST 27, 2022

Commissioner Krueger moved to authorize the Mayor and City Clerk to enter into an agreement with the Otsego VFW Post 3030 for the use of Court Street and the Riverfront Pavilion Parking Area on August 27, 2022, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

B. CONSIDERATION OF AN AGREEMENT WITH JONES & HENRY FOR PROJECT ENGINEERING SERVICES FOR THE EAST ALLEGAN STREET SEWER PROJECT

City Manager Mitchell explained that the sewer extension project will have someone local supervising the project, like what was done for the South Farmer Street project, and will have a savings of approximately \$20-30,000. Commissioner Krueger moved to authorize the agreement with Jones and Henry for Project Engineering Services for the East Allegan Street Sewer Project, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

C. CONSIDERATION OF AN AGREEMENT WITH BENNETT ENGINEERING FOR SOIL SAMPLING SERVICES

City Manager Mitchell stated that the soil samples are for the water loops on the south side of Allegan Street by Waggin Tails. He commented that this is a requirement from EGLE as the property was at one time a gas station. Commissioner Krueger moved to approve an agreement with Bennett Engineering for Soil Sampling Services, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2022-13 - A RESOLUTION TO AMEND THE 2021-2022 ANNUAL APPROPRIATIONS BILL

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

CITY OF OTSEGO ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2022-13

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:

Table with 3 columns: Description, Amount, and Net Increase/Decrease. It lists General Fund Revenues & Other Financing Sources and General Fund Expenditures with their respective amounts and net changes.

101-257-702.000	Assessing - Old Dept. Supervisor Salary	(\$6,575)
101-257-704.005	Assessing - PT Assessor Wages	\$6,575
101-257-801.000	Assessing - Prof & Contractual Services	\$2,850
101-262-702.000	Elections - Old Dept. Supervisor Salary	(\$9,940)
101-262-702.002	Elections - Salary - City Clerk	\$9,940
101-262-703.001	Elections - FT Clerical Wages	(\$1,280)
101-262-704.001	Elections - PT Clerical Wages	\$1,280
101-265-930.000	City Hall - Land & Bldg Repairs	\$42,000
101-728-702.000	Econ Dev - Old Dept. Supervisory Salary	(\$23,950)
101-728-704.006	Econ Dev - PT Econ Dev Dir Wages	\$23,950
101-751-930.000	Parks - Land & Bldg Repair	\$6,500
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	Net Increase/(Decrease)	\$89,350

Major Street Fund Expenditures

202-490-801.000	M-89 Trees & Shrubs - Prof Services	\$9,500
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	Net Increase/(Decrease)	\$9,500

Local Street Fund Expenditures

203-464-740.000	Surface Maint - Operating Supplies	\$1,500
203-464-801.001	Surface Maint - Contracts - Sweeping	\$1,150
203-464-940.000	Surface Maint - Rentals - Motor Pool	\$2,000
203-468-703.401	Trees & Shrubs - FT DPW Wages	\$600
203-468-940.000	Trees & Shrubs - Rentals - Motor Pool	\$4,400
203-901-970.000	Capital Improvements - Capital Outlay	\$0
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	Net Increase/(Decrease)	\$0

Public Safety Fund Revenues & Other Financing Sources

205-000-573.000	Local Comm Stabilization Share	\$43,630
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	Net Increase/(Decrease)	\$43,630

Public Safety Fund Expenditures

205-301-702.000	Police Dept - Old Dept. Supervisor Salary	(\$81,655)
205-301-702.202	Police Dept - Salary - Police Chief	\$81,655
205-371-702.000	Bldg Insp - Old Dept. Supervisory Salary	(\$3,315)
205-371-702.002	Bldg Insp - Salary - City Clerk	\$3,315
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	Net Increase/(Decrease)	\$0

Solid Waste & Recycling Fund Revenues & Other Financing Sources

225-000-573.000	Local Comm Stabilization Share	\$60,285
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	Net Increase/(Decrease)	\$60,285

Solid Waste & Recycling Fund Expenditures		
225-525-940.000	Recycling Svc - Rentals - Motor Pool	\$15,000
Net Increase/(Decrease)		\$15,000

Equipment Replacement Fund Expenditures		
402-901-981.301	Capital Outlay - Vehicles - Police Dept	\$23,000
Net Increase/(Decrease)		\$23,000

Sewer Fund Expenditures		
590-537-702.000	Sewer Mains - Old Dept. Supt Salary	(\$13,595)
590-537-702.501	Sewer Mains - WWTP Supt. Salary	\$13,595
590-538-702.000	WWTP - Old Dept. Supt Salary	(\$33,980)
590-538-702.501	WWTP - WWTP Supt. Salary	\$33,980
590-538-753.000	WWTP - Process Chemicals	\$15,000
590-539-702.000	Admin - Old Dept. Supt Salary	(\$10,735)
590-539-702.002	Admin - Salary - City Clerk	\$6,630
590-539-702.003	Admin - Salary - Finance Dir	\$4,105
590-539-703.001	Admin - FT Clerical Wages	(\$12,000)
590-539-704.001	Admin - PT Clerical Wages	\$12,000
Net Increase/(Decrease)		\$15,000

Water Fund Expenditures		
591-550-702.000	Water Mains - Old Dept. Supt Salary	(\$7,000)
591-550-702.501	Water Mains - WWTP Supt. Salary	\$7,000
591-551-702.000	Water Pumping - Old Dept. Supt Salary	(\$13,595)
591-551-702.501	Water Pumping - WWTP Supt. Salary	\$13,595
591-552-702.000	Admin - Old Dept. Supt Salary	(\$10,735)
591-552-702.002	Admin - Salary - City Clerk	\$6,630
591-552-702.003	Admin - Salary - Finance Dir	\$4,105
591-552-703.001	Admin - FT Clerical Wages	(\$12,000)
591-552-704.001	Admin - PT Clerical Wages	\$12,000
Net Increase/(Decrease)		\$0

Motor Pool Fund Expenditures		
661-594-702.000	Motor Pool Op - Old Dept. Supt Salary	(\$4,110)
661-594-702.003	Motor Pool Op - Salary - Finance Dir	\$4,110
661-594-759.000	Motor Pool Op - Gasoline Purchases	\$15,000
661-594-931.000	Motor Pool Op - Equipment Repairs	\$7,000
Net Increase/(Decrease)		\$22,000

YEAS: Commissioners: Stacey Withee, Lauri Krueger, and Chuck Moore Jr.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Brent Milhiem & Jason Smith

RESOLUTION DECLARED ADOPTED.

B. CONSIDERATION OF RESOLUTION NO. 2022-14 – A RESOLUTION TO ESTABLISH TOGETHER OTSEGO PROSPERS (TOP) ADVISORY GROUP
Commissioner Krueger offered the following resolution and moved for its adoption, seconded by Commissioner Moore.

CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2022-14

A RESOLUTION TO ESTABLISH TOGETHER OTSEGO PROSPERS (TOP) ADVISORY GROUP

WHEREAS, the City of Otsego has been a Main Street community since 2013 through the Downtown Development Authority;

WHEREAS, due to financial constraints the City of Otsego will be ending its' relationship with Main Street on September 30, 2022;

WHEREAS, the City of Otsego benefited greatly from Main Street events and economic development;

WHEREAS, the Otsego DDA is creating an advisory board entitled Together Otsego Prospers (TOP) as an opportunity to carry on some of the roles Main Street served with event organization and economic development opportunities;

WHEREAS, TOP will be made up of community volunteers with intentions of providing requests to the City Commission to hold events to benefit the City of Otsego and Otsego businesses;

WHEREAS, all TOP events will exclusively use funds generated through successful events and will not use City revenues for operations;

WHEREAS, any recommendation made by the TOP group, will be taken under consideration, without any guarantee of being approved by City Commission.

YEAS: Commissioners: Stacey Withee, Lauri Krueger, and Chuck Moore Jr.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Brent Milhiem & Jason Smith

RESOLUTION DECLARED ADOPTED.

C. CONSIDERATION OF RESOLUTION NO. 2022-15 – A RESOLUTION
APPROVING THE ANNEXATION OF PROPERTY

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

CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2022-15

A RESOLUTION APPROVING THE ANNEXATION OF PROPERTY

WHEREAS, the City has received a petition for annexation, a copy of which is attached as Exhibit A and incorporated by reference, of land which is described in that petition; and

WHEREAS, Kenneth Whitaker, 1443 M-89, Otsego, Michigan, 49078, owns the following described real property:

1443 M-89, OTSEGO, MICHIGAN 49078

LEGAL DESCRIPTION:

ALL THAT PT E 1/2 SE 1/4 SEC 23 DES AS: COM AT SE COR SEC TH N 0 DEG 16' E 396.6 FT ALG E LIN SEC TO CEN LIN M-89 TH N 52 DEG .03' W 572 FT ALG CEN LIN TH NWLY 705 FT ALG CEN LIN TH N 45 DEG .00' W 262 FT ALG CEN LIN TO PL OF BEG TH N 45 DEG .00' W 165 FT ALG CEN LIN TH N 59 DEG 56' E 198 FT TH S 45 DEG .00' E 165 FT PAR WITH CEN LIN TH S 59 DEG 56' W 198 FT TO PL BEG. SEC 23 T1N R12W TAX MAP: 0.72 AC.

(Collectively, the “Property”); and

WHEREAS, the owner of the property is desirous of certain municipal services, including, without limitation, sanitary sewer and water services; and

WHEREAS, Otsego Township is presently unable to provide such sewer and water service; and

WHEREAS, the Petition appears to be legal and sufficient in all respects; and

WHEREAS, the Property, as described above and depicted on the attached Exhibit A, is adjacent to the jurisdictional boundary of the City; and

WHEREAS, the Property is not vacant and is currently occupied as a business; and

WHEREAS, the City Commission believes the City is better able to provide municipal services to the Property, and assure its development is consistent with the land use provisions of the City, if the City’s boundaries are expanded to include the Property.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Pursuant to the authority of the City as provided by Section 9 of the Home Rule Cities Act (1909 PA 279, as amended, MCL 117.9(8)), the Property is annexed to and incorporated within the jurisdictional boundaries of the City of Otsego.

2. The City Manager, City Clerk and City Attorney are directed to take any and all action necessary to effectuate this annexation, including, but not limited to, any required filing of certified copies of this Resolution with state, county or township officials.
3. All resolutions and parts of resolutions are, to the extent of any conflict with this Resolution, rescinded.

YEAS: Commissioners: Stacey Withee, Lauri Krueger, and Chuck Moore Jr.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Brent Milhiem & Jason Smith

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

MANAGER'S REPORT

The City Manager gave updates on the following:

1. Pastor Joe Shaler's retirement – he will be missed.
2. Allegan County ARPA Funds.
3. Housing Study for the County – requested by new Rock-Tenn owners.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

John Pickron, 1104 Barton – he asked various questions regarding the potential housing study. City Manager Mitchell answered his questions.

COMMISSIONER'S' COMMENTS

Commissioner Moore – he thanked the audience for attending. He thanked County Commissioner Dugan for his report and to keep up the good work. He thanked Pastor Shaler, as he was an asset to this community.

Commissioner Krueger – she thanked County Commissioner Dugan for his report and for his assistance with the County ARPA Funds. She thanked the audience for attending and for all of their comments. She thanked the TOP Volunteers for their continued work with the City, as it is amazing that it is continuing. She thanked City Manager Mitchell and Julie Guthrie for their efforts for the summer events at the Riverfront Pavilion. She wished everyone happy vacations.

Mayor Withee – she thanked the audience for attending. She reminded everyone of the Artisan Market at the Riverfront Pavilion on Saturday from 9:00 a.m. until 3:00 p.m. She commented that as hot as it was on Wednesday, there was a nice breeze at the Riverfront Pavilion and a great turnout. She stated that on Wednesdays from 6-7:30 p.m., at the Riverfront Pavilion, there will be a kid’s activities and free food for children and food for adults for \$2.00.

ADJOURN

The meeting was adjourned on a motion by Commissioner Krueger, seconded by Commissioner Moore. CARRIED – 7:39 p.m.

Angela M. Cronen, MMC
City Clerk