

A Regular Meeting of the Otsego City Commission was held on Monday, October 17, 2022.

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

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

The audience joined the Commission in the Pledge of Allegiance.

The October 3, 2022, Regular Minutes, were approved as submitted.

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

Nick Breedveld, 1101 Barton – he asked if the remaining DDA fund balance of \$175,000, included the City Hall HVAC system. City Manager Mitchell commented that the revised amount is approximately \$130,000, which includes the funds for the City Hall HVAC system. Mr. Breedveld also suggested that if two generators are needed, why is only one being purchased at this time. He thought that by purchasing them together possibly a better price could be obtained.

#### **I. PRESENTATIONS:**

##### **A. COUNTY COMMISSIONER GALE DUGAN UPDATE**

County Commissioner Dugan gave an update on current Allegan County activities. He answered questions of the audience.

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

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

#### **IV. ORDINANCES:**

#### **V. REQUESTS:**

##### **A. CONSIDERATION OF A REQUEST FROM THE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) FOR APPROVAL OF FUND BALANCE UTILIZATION FOR MAINTENANCE PROJECTS**

City Manager Mitchell explained that the DDA Fund Balance needs to be utilized before June 30, 2023 or sooner. He stated that the funds need to be utilized in the DDA District. City Manager Mitchell explained that at the recent DDA Meeting remaining fund balance priorities were discussed and made. He explained that the first priority for the funds is the Downtown improvements (pavers, trash can replacement, garbage enclosures, tree replacement), second priority is the Police Department Repairs (generator, HVAC, roof), third priority is City Hall repairs (generator and roof), and the replacement of parking lots. He explained in detail the various projects. Commissioner Milhiem moved to grant the request from the Downtown Development Authority (DDA) for approval of Fund Balance utilization for Maintenance

Projects, as presented, seconded by Commissioner Smith. CARRIED UNANIMOUSLY

**VI. AGREEMENTS:**

**A. CONSIDERATION OF A REQUEST TO ENTER INTO AN AGREEMENT WITH STEENSMA FOR THE PURCHASE OF A GENERATOR FOR THE POLICE DEPARTMENT**

City Manager Mitchell stated three quotes were obtained for the generator for the Police Department. Police Chief Misner answered specific questions regarding the generator and the needs of the Police Department. Commissioner Krueger moved to authorize the Mayor and City Clerk to enter into an agreement with Steensma for the purchase of a generator for the Police Department, not to exceed \$13,600, seconded by Commissioner Milhiem. CARRIED UNANIMOUSLY

**B. CONSIDERATION OF A REQUEST TO ENTER INTO AN AGREEMENT WITH R.W. LAPINE FOR HVAC REPLACEMENT AT THE POLICE DEPARTMENT**

City Manager Mitchell explained that four quotes were received and the lowest bid was from the current company that services the system. Commissioner Milhiem moved to authorize the Mayor and City Clerk to enter into an agreement with R.W. Lapine for HVAC Replacement at the Police Department, not to exceed \$14,815, seconded by Commissioner Smith. CARRIED UNANIMOUSLY

**C. CONSIDERATION OF A REQUEST TO ENTER INTO AN AGREEMENT WITH SECURE ROOFING INC FOR POLICE DEPARTMENT ROOF REPAIRS**

City Manager Mitchell explained that DPW Superintendent Bosch had reached out to four roofing companies for an estimate for the Police Department roof repairs and only received one quote from Secure Roofing in the amount of \$17,780. Commissioner Milhiem and Commissioner Krueger asked what kind of shingles would be used, and agreed that it is good quote for the quality of shingles. Commissioner Milhiem moved to authorize the Mayor and City Clerk to enter into an agreement with Secure Roofing for the roof repairs at the Police Department, not to exceed \$17,780, seconded by Commissioner Krueger. CARRIED UNANIMOUSLY.

**VII. RESOLUTIONS:**

**VIII. APPOINTMENTS:**

**A. CONSIDERATION OF THE MAYOR'S APPOINTMENT OF GARY TROBECK TO FILL THE UNEXPIRED TERM OF JIM MISNER ON THE PLANNING COMMISSION – TERM ENDING NOVEMBER 2024**

Commissioner Krueger moved to confirm the Mayor's appointment of Gary Trobeck to fill the unexpired term of Jim Misner on the Planning Commission – term ending November 2024, seconded by Commissioner Smith CARRIED UNANIMOUSLY

**B. CONSIDERATION OF THE MAYOR'S RE-APPOINTMENT OF SARAH KNASH AND OLIVIA ANDRADE TO THE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) – TERMS EXPIRING JULY 1, 2026**

Commissioner Milhiem moved to confirm the Mayor's re-appointment of Sarah Knash and Olivia Andrade to the Downtown Development Authority (DDA) – terms expiring July 1, 2026, seconded by Commissioner Smith. CARRIED UNANIMOUSLY

## **IX. DISCUSSION ITEMS:**

### **MANAGER'S REPORT**

The City Manager gave updates on the following:

- M-89 Water Project
- Congratulations to the Otsego Bands for winning Grand Champion and having the highest points ever scored.
- Jones & Henry – possibility of applying for a State Revolving Grant for lead services. A lengthy discussion took place regarding lead water services, grant availability, future needs of the City, and how the City is gradually repairing the services each year.

### **COMMUNICATIONS**

None.

### **REMARKS FROM THE AUDIENCE**

Robert Alway, 1012 Barton – he asked if the generator was over 18KW and if it was run off of natural gas. City Manager Mitchell indicated “yes”.

Gary Trobeck, 218 Kalamazoo – he invited everyone to a City Commissioner Candidate Question and Answer Session at the Museum at 6:00 p.m., on October 25<sup>th</sup>.

Charles Housel, 379 W Orleans – he asked questions regarding the lead services and if the City has a bid for the replacement of the services. City Manager Mitchell explained that there are possibly 360 lead services, but many are unknown until they are dug up. He stated that we have a contractor that has been replacing a budgeted amount each year. Mr. Housel stated that he had replaced his lead service himself.

### **COMMISSIONER'S' COMMENTS**

Commissioner Krueger – she thanked the audience for attending. She stated that the Otsego Band deserves a congratulations for achieving the highest score in history – 95.5, which was even higher than the Class A schools. She indicated that the Otsego Police and Fire Departments are the best and thanked them for escorting the band through town to the high school. She thanked County Commissioner Dugan. She gave a heartfelt thank you to Jim Misner, as he was an asset to the City, and mentioned his picture in front of the mural. She continued that Jim Misner had a lot of heart and was sassy, and that his passing it is a great loss to the City.

Commissioner Smith – he thanked County Commissioner Dugan for his report. He thanked the audience for attending. He commented that he is excited for the DDA improvements, replacements and repairs. He congratulated Gary Trobeck for becoming a member of the Planning Commission. He thanked City Manager Mitchell for his report.

Commissioner Milhiem – he thanked County Commissioner Dugan for all that he has done for the City and residents; and for his support of the residents on Lake Allegan. He thanked City Manager Mitchell and Police Chief Misner for obtaining the bids for the Police Department roof.

He thanked the audience for attending and commented that in his four years of being on the Commission, that he has seen the most attendance in the past eight months and thanked the audience for being engaged. He thanked the community members who accepted the appointments to the City Boards and commented that there is not anyone better than Gary Trobeck for the Planning Commission. He reminded everyone that November 8<sup>th</sup>, is a big election day and asked everyone to please vote.

Mayor Withee – she thanked the audience for attending. She thanked the community members that were appointed to the City Boards, commenting that their service it is greatly appreciated.

**ADJOURN**

The meeting was adjourned on a motion by Commissioner Krueger, seconded by Commissioner Smith. CARRIED – 8:00 p.m.

Angela M. Cronen, MMC  
City Clerk